FALL 2027 TRADITIONAL MPA
ADMISSIONS PACKET

APPLICATION DEADLINES

	DEADLINE TO SUBMIT APPLICATION *(Step 3 in Application Process)*	DEADLINE TO COMPLETE APPLICATION *(Step 4 in Application Process)*
Early Deadline - U.S. and International	**NOVEMBER 1, 2026**	**NOVEMBER 8, 2026**
Final Deadline - International	**JANUARY 12, 2027**	**JANUARY 19, 2027**
Final Deadline - U.S. Summer Start*	**MARCH 15, 2027**	**MARCH 22, 2027**
Final Deadline - U.S.	**MAY 4, 2027**	**MAY 11, 2027**

Applications are accepted for the fall semester only. Submit your online application and all required materials no later than 11:59 pm CT on the deadlines stated above. Applications that are completed after the final deadlines are considered on a space-available basis only. U.S. applications are reviewed on a continuous basis (in the order of completion) between the early and final deadlines. International applications are reviewed in two rounds (after the early and final deadlines) rather than on a rolling basis.

All applicants with strong credentials are encouraged to submit their applications by the **early deadline** if they wish to receive an earlier decision notification and (for U.S. applicants) to increase their chances for departmental scholarships.

An **international applicant** is defined as an individual who is not a U.S. citizen or U.S. permanent resident.

*Applicants who are unable to waive any MPA core courses must complete a 43-hour program and ideally should start in the summer (mid-July). We **highly encourage** you to apply by the **Summer Start final deadline**, as we cannot guarantee a summer start date for applications received after this deadline. Depending on your academic background, starting in the fall may result in a delayed graduation date.

APPLICATION PROCESS

STEP 1: CHECK ELIGIBILITY

The University of Texas at Austin requires graduate school applicants to have earned a bachelor's degree from a regionally accredited institution in the U.S. or a comparable degree from a foreign institution.

STEP 2: PREPARE TO APPLY

Complete the MPA pre-enrollment requirements. Obtain copies of your official transcripts and, if applicable, have official test scores sent to UT Austin. Review the MPA admissions blog for tips on applying. Send us an email with your application questions or schedule a consultation with our admissions team.

STEP 3: SUBMIT YOUR APPLICATION

Review the **Application Checklist and Instructions** below. If needed, create a UT EID to log into the McCombs application portal. Submit a completed online application.

STEP 4: COMPLETE YOUR APPLICATION

One to two business days after application submission, complete your application with UT's Office of Graduate Admissions MyStatus portal. Pay the application fee, upload copies of official transcripts and (if applicable) confirm receipt of official test scores. Verify the receipt of your recommendation letters in the McCombs application portal.

STEP 5: MONITOR

Once your McCombs and Office of Graduate Admissions application checklists are complete, monitor your application.

Any resume, transcript or test score updates (if any) should be submitted through the McCombs application portal as soon as possible. An interview is not required, and applicants cannot request an interview as part of the MPA admissions process. However, the admissions committee may request an interview on a case-by-case basis.

STEP 6: ADMISSIONS DECISION

Once an admissions decision is released, you will receive an automated email to view your decision. All decisions are final for the admissions cycle.

STEP 7: COMMIT TO THE MPA PROGRAM

If you are admitted, the MPA program will send you details on the next steps, including how to formally accept your offer of admission and pay your $950 enrollment deposit.

APPLICATION CHECKLIST AND INSTRUCTIONS

Please review the following checklist carefully before proceeding with the online application. Additionally, UT's Office of Graduate Admissions website includes detailed instructions for both U.S. applicants and international applicants regarding the application fee, copies of official transcripts, and test scores. Regularly monitor the progress of your application and ensure that each item is received by the application deadline. Incomplete applications cannot be evaluated and may encounter processing delays that could affect the admissions decision. Notify the MPA admissions committee of any errors or delays in processing.

☐ ONLINE APPLICATION

Complete and submit the online application. You will submit a fall application even if you do not qualify for any MPA core course waivers and need to start in the summer.

Prerequisite Coursework

If you only completed **one** economics course (either micro or macro), provide this course information and leave the other economics course blank.

☐ APPLICATION FEE

Payment of the non-refundable $125 application fee is required. Your application fee invoice will be available 1-2 business days after application submission. Accepted forms of payment are Visa, MasterCard, Discover, American Express, a U.S. Electronic Funds Transfer (EFT), or a U.S. eCheck.

☐ PROFESSIONAL RESUME

Upload a PDF of your resume in the application.

Although the MPA Admissions and Career Management staff are unable to advise individual prospective students regarding resume content or format, we have provided detailed guidelines (found on the last page of this packet) and an MPA Application Resume Template to assist you. If admitted, you will use this format during the MPA recruiting process and receive individualized attention from our MPA career coaches. They will work with you to fine-tune your resume and maximize its effectiveness.

COPY OF OFFICIAL TRANSCRIPT(S)

List all colleges and universities attended (including community colleges) in the admissions application. Submit a copy of a transcript for each four-year institution. Transcripts from community colleges should be submitted if you completed our pre-enrollment requirements or any other accounting courses at these institutions. Even if courses taken at one institution are recorded on another college's transcript, transcripts must be submitted from the institution at which the courses were taken. If your transcripts are in a foreign language, they must be translated into English.

You will need to provide your transcript(s) in two locations: 1) in the McCombs online application (for the MPA admissions committee's application review) and **2)** in UT's Office of Graduate Admissions MyStatus portal after you pay the application fee (for transcript validation and calculation of an upper-level GPA). If your college or university uses SPEEDE or Parchment, you can have your official transcript sent electronically to the Office of Graduate Admissions and upload an unofficial transcript (PDF format) in the McCombs application. UT's website provides detailed information on submitting official transcripts ("Submit Transcripts" section) and instructions for uploading transcripts.

Applicants who attended The University of Texas at Austin will not be required to upload a copy of an official UT Austin transcript but rather will be assessed a $20 transcript fee. Do not order transcripts directly from the university registrar, as doing so will slow processing. Instead, upload a copy of a UT Academic Summary in the McCombs application.

ESSAYS

Complete the required essays. Written and video essays provide us with information regarding your potential for success in the MPA program and an opportunity to assess your communication and presentation skills. This is your opportunity to give us insights into your strengths, skillsets, and goals. Strong essays convey research, reflection, and your motivations for pursuing an MPA degree at the McCombs School of Business.

Essay 1 (Written) (Between 350-500 words)
"Explain why you are interested in pursuing a master's degree in accounting and how this degree will help you to achieve your career goals."

Upload your PDF document in the application.

Essay 2 (Written) (Between 250-350 words)
"Students in the MPA program come from a wide variety of academic backgrounds. Irrespective of background, one common characteristic of successful MPA students is analytical aptitude. This means that successful MPA students can analyze and interpret information to identify and solve problems and make effective decisions. Explain how you have used analytical skills either in a class or in a professional, volunteer, or extracurricular (student or other organization) experience. How did you analyze or interpret information to answer a complex question, improve a process, find a solution to a problem, or make a decision?"

Upload your PDF document in the application.

Essay 3 (Video) (One minute)
"Imagine that you are in attendance at MPA orientation. Introduce yourself to your new classmates, faculty members, and potential employers. Present a thoughtful introduction."

Record and upload your video essay to a video-sharing platform such as YouTube or Vimeo or to a cloud storage site such as Google Drive. Please do not use TikTok. Provide a link to your video in the admissions application.

Video Essay Tips: Be professional and try not to read from a script. We want to see you as your peers, instructors or employers see you! Review your video's privacy settings and ensure that they are not overly restrictive. For example, YouTube videos should be "Unlisted" or "Public" rather than "Private." Make sure that your link does not expire and that you do not remove your video until you receive an admissions decision.

Optional Statement (Written) (No word limit)
"Please address any information that you believe your application would be incomplete without and that sheds more light on your unique potential to succeed in the MPA program and contribute to the University community and the profession."

TWO LETTERS OF RECOMMENDATION

You will be asked to provide the names and email addresses of at least two references in the "Letters of Recommendation" section of the application. Texas McCombs MPA accepts recommendation letters from academic and/or professional references, although recommendations from faculty are preferred if you are currently in school. You will be asked to decide whether you waive the right to view your letters after they are submitted. Please note that your references will be informed of your decision. When you select "Continue" on the "Letter of Recommendation" page of the application, your references will be sent an email message with a link to a secure portal where they will be asked to complete an online questionnaire and upload a recommendation letter.* After you submit your application, you can log into the McCombs application portal to monitor the status of your pending recommendation requests, resend the Recommendation Request email, or add a new recommender. You will receive an automated email once your letter of recommendation is received.

**Tip: Complete this part of your application first. This will launch email notifications to your recommenders and allow them to get started on the form while you're working on the other components of your application. Also, contact your recommenders ASAP to let them know they should receive an email as soon as you save this section of the application. Sometimes these emails end up in a junk folder.*

TEST SCORES

GMAT or GRE

Submitting GMAT or GRE test scores is optional. The MPA admissions committee considers all submitted application materials holistically, and previous academic performance, non-academic achievements, essays, and letters of recommendation play an important role in the application review. Applicants who feel that their test scores reflect their potential for success in graduate school can submit scores for consideration. Once an official score report has been received, it becomes a part of a submitted application record and cannot be removed. Scores are valid for five years from the test date.

If you report GMAT or GRE test scores or a future test date in the application, the admissions committee will hold on a decision until the official test scores are received. Please notify the MPA admissions team if your GMAT or GRE test plans change after you submit your application.

TOEFL, IELTS, or DUOLINGO ENGLISH TEST

English skills are essential for academic and professional success in the MPA program. All international applicants must submit official TOEFL, IELTS, or DUOLINGO ENGLISH TEST scores unless they qualify for an exemption.* See the MPA admissions website for preferred minimum scores. Scores are valid for two years from the test date. Applications will not be considered complete or reviewed for a decision until UT Austin receives the official TOEFL, IELTS, or DUOLINGO ENGLISH TEST score report. Send your official scores before the application deadline and notify the MPA admissions team if your scores are not received on time.

***English Test Exemption**: International applicants are exempt from submitting English test scores if they are from a qualifying country or if they possess a bachelor's degree from a U.S. institution or a qualifying country. The requirement is **not** waived for applicants who have earned a master's—but not a bachelor's—degree from a similar institution. Applicants who are exempt are welcome to submit TOEFL, IELTS, or DUOLINGO ENGLISH TEST scores to demonstrate their English proficiency.

Test Retakes

If you retake a test, we will consider only the score report with the highest total score. Please notify the MPA admissions team if you plan to retake an exam.

Submitting Test Scores

If applicable, follow these steps to submit test scores:
1) Provide your test scores or a future test date in the online application.
2) Arrange to have an official score report sent directly from the testing agency to The University of Texas at Austin.

SUBMITTING OFFICIAL TEST SCORES

GMAT WEBSITE – click here
MPA Program Code: 396-44-94

GRE WEBSITE – click here
UT Austin Code: 6882 (Any department code)

TOEFL WEBSITE – click here
UT Austin Code: 6882 (Any department code)

IELTS WEBSITE – click here
Use the IELTS electronic score delivery service to send your scores to the "University of Texas at Austin" account

DUOLINGO ENGLISH TEST WEBSITE – click here
Select "University of Texas at Austin - Graduate Admissions". DET score sharing instructions can be found here.

*Tips: Plan ahead! It typically takes at least **3 to 4 weeks** for your official score report to be received and uploaded to your application record. You can skip past the test score section of the application if you are not required and are not opting to submit scores.*

U.S. PERMANENT RESIDENTS

If you are a U.S. permanent resident, you will be required to upload a copy of the front and back of your permanent resident card in UT's Office of Graduate Admissions MyStatus portal after you submit your application and pay the application fee. Applicants who applied for U.S. permanent residency but do not yet have the card in hand must apply as international applicants. Should your card arrive after you apply, you may notify the Office of Graduate Admissions to update your status.

QUESTIONS?

Send an email or schedule a consultation with the MPA admissions team.

RESUME GUIDELINES

We recommend but do not require resumes to be submitted using these guidelines. If admitted, you will use this format during the MPA recruiting process.

Format your document according to the MPA Application Resume Template. Since the template is provided in Word format, you can customize it.

Your resume should be only one page in length. This means you should include only the activities and experiences most relevant to the career you plan to pursue. If you would like to document additional experiences, you may attach additional information pages as noted on the template (e.g., a future position you have already secured).

Ensure margins are ½ to ¾ inch on all sides.
Use Calibri font. Contact information and the resume body should be in 10-12 point font. Your name at the top should be larger than the rest of the text and formatted in bold and ALL CAPS.

Include a full space between sections.

Use tab stops rather than the space bar to align dates with the right margin. Represent dates as follows:

- List the month and year of graduation for degrees obtained or in progress.
- List experiences in reverse chronological order by end date.
- For experiences that occurred only during part of one year (e.g., internships), include the semester and year.
- For experiences you are currently doing, include the starting year and the word “Present” (e.g., 2020 - Present).
- For experiences you started in one year and ended in another, indicate the year to year range (e.g., 2020 - 2021).

Include GPAs for degrees obtained prior to the MPA.

Describe achievements in terms of specific actions and measurable results, quantifying when possible.

Avoid using periods at the end of each bulleted phrase, as they are not in complete sentences.

Spell out numbers one through nine and use numerals for 10 and greater.

Include work eligibility in bold as the final bullet point. Please use the wording option below that describes your work eligibility:

- Work Eligibility: Eligible to work in the U.S. with no restrictions
- Work Eligibility: Eligible to work in the U.S.; will require visa sponsorship for full-time employment

If neither of the above options applies, or if you have questions about your work eligibility, please use the option below:

- Work Eligibility: Unknown

You may include information regarding citizenship and/or work authorization in other countries in addition to the above work eligibility verbiage, but it is not required.

Check facts, spelling, grammar, punctuation, and capitalization. Consider asking a friend, family member or trusted mentor to review your resume before submitting it.