How to Apply to the Graduate Certificate Program

Admissions Requirements
Admission to the Graduate Certificate in Geospatial Science is open to 1) free-standing certificate students who have completed their bachelor’s degree or higher from an accredited college or university who meet the admissions criteria, or 2) to any student enrolled in a graduate degree-granting program at Stony Brook University (MA, MBA, MFA, MM, MS, DA, or PhD).

For admission into the free-standing Certificate Program in Geospatial Science, students are required to have:

- Bachelor’s degree or higher with a cumulative GPA of at least 2.75 on a 4 point scale
- A letter of application stating the purpose of study
- A Graduate School application form
- An official transcript of undergraduate record culminating in a bachelor’s degree and graduate degree transcript if applicable
- Two (2) letters of recommendation from teaching supervisors and/or professors
- GRE scores are **not required**

For applicants already admitted to the Graduate School, admission involves completing a “Permission to Enroll in a Secondary Certificate Program” form.

Apply to the Secondary Certificate Program
1. You must be already enrolled in another Stony Brook University graduate program
2. Complete the “Academic Information” on the Permission to Enroll in a Secondary Certificate Program form and bring it to the Faculty Director of the Geospatial Science program, located in room W0516 Melville Library. This form will also be signed by your Advisor of your current Graduate Program.

Apply to the Primary Program
Online Component
1. Go to the Apply Yourself website and click on the "Create Account" button. You may log in and out as many times as needed to complete your application.
2. GREs are **not needed for the Certificate program.** On the Test Scores page just click save and continue without entering information.
3. **Two (2) letters of recommendation.** It is preferred that your recommenders use the online recommendation system. Select the Recommendations link in the red bar on the right hand side of the online application and enter the contact information of your recommendation providers.
It is preferred that both letters are from teaching supervisors and/or professors. One recommendation must be from an academic person who has a thorough knowledge of the quality and abilities in the classroom. All references should assess your ability to succeed in a program of graduate studies.

4. **Personal Statement.** Please attach a personal statement (*Statement of Purpose*) of 750-1000 words that is a reflection of your ability to approach graduate-level work successfully, using creativity, critical thinking, analysis, and research. Your personal statement must be your own original work. Your statement should address the following:
   - What is your purpose in pursuing this certificate?
   - How have you prepared yourself for Geospatial Science study? (Include any relevant professional experience.)
   - Specifically, how will this Certificate assist you in advancing both your professional and personal goals?
   - Describe your research and study interests as well as other aspects of your background, skills, or qualifications that would aid the Admissions Committee in evaluating your application for graduate study.

5. Submit the nonrefundable $100 application fee, either via credit card, check, or money order. (Payment instructions are on the Apply Yourself website.)

Paper Submission Component

1. Students are required to have earned a minimum or a bachelor’s degree with a cumulative grade point average of 2.75 on a 4 point scale. Submit a copy of your **sealed, official transcript(s)** from the college or university where you earned your bachelor’s or higher degree. **Do not open the transcript envelope.** Transcript must reflect conferral of a minimum of a bachelor’s degree. Mail your transcript(s) to:
   
   *Attn: Ginny Clancy, Graduate Coordinator*
   *Sustainability Studies / GSS Program*
   *W0511 Melville Library*
   *Stony Brook University*
   *Stony Brook, NY 11794-3352*

2. Students who take courses on campus will also be required to submit an [immunization form](#) to Student Health Services. Visit the [Student Health Services website](#) for more information.

Applicants may expect to hear from the Geospatial Science (GSS)/Stony Brook University via email regarding an admissions decision typically within two business weeks after receipt of the Supplemental Materials and all online application materials.
The Graduate School and Geospatial Science Program must be in receipt of complete applications by the published deadline for the requested term of admission (Fall, Spring, or Summer) in order to be reviewed by the Admissions Committee. Incomplete applications will not be reviewed or considered for admission.

**Application Deadlines**
The Geospatial Science Program admits students into the Advanced Graduate Certificate three (3) times a year (Fall, Spring & Summer).

The application deadlines are as follows:
- Fall: August 1st
- Spring: January 1st
- Summer: May 1st