

# APPLICATION CHECKLIST

## ONLINE MASTER OF SCIENCE IN HUMAN RESOURCE MANAGEMENT

CHECK THE  
ONLINE  
MSHRM  
PROGRAM'S  
APPLICATION  
DEADLINE!

See if you qualify  
for an [application  
fee waiver](#).



### ONLINE APPLICATION

**Get started** by starting! All master's students complete the Purdue Graduate School's online application. [Create your account today](#) and work on your application in manageable bites. Don't click SUBMIT until you are finished, as changes can't be made once you submit.



### TRANSCRIPTS

Your academic transcripts must be **official**, and Social Security numbers must be marked out. Transcripts not written in English must be submitted with a certified English translation. It can take some time to procure your academic transcripts, so don't delay on this step!



### RECOMMENDATIONS

Reach out to supervisors, coworkers, and other mentors who know you **professionally**. When you enter your recommenders' email addresses into the online application, they will receive instructions for accessing the online recommendation form. Give your two recommenders plenty of time to make their important contribution to your application!



### RESUME

Update your resume. Your **graduate school resume** is different than your job search resume. Highlight specific skills (especially quantitative skills), leadership experiences, and community involvement. Showcase steps you have taken forward, big and small, in your academic and professional development.



### ESSAYS

You will write two essays for the admissions committee. Your **statement of purpose** should explain why you are pursuing graduate study, why you want to come to Purdue and your interests, professional plans and career goals. Your **personal history statement** should explain how your background and life experiences have prepared you to interact with scholars and faculty with diverse interests, abilities and backgrounds and to succeed in graduate school. Use up to 500 well-crafted words for each of these critical tasks.



### TEST SCORES

See the [Admissions page's](#) Application Requirements section for details on submitting test scores such as GMAT or GRE assessments. For our international applicants whose native language is not English, please read the Purdue Graduate School's [English Proficiency Requirements](#) for details on language test scores, waivers, and more.



### SUBMIT, PAY & CHECK STATUS

You do not need to wait for your recommendation letters to be completed before submitting your application and fee. Keep in mind that once you submit, you cannot make changes to your application. You can **check the status** of your application by logging into your online application.

START YOUR  
APPLICATION TO JOIN  
OUR NEXT COHORT!

**APPLY NOW**