Kemmons Wilson School
Graduate Admissions Application

We are excited that you are interested in pursuing a graduate degree in the Kemmons Wilson School (KWS) at the University of Memphis. Please note that admission to graduate school is a two step process, with an additional step if you are interested in a Graduate Assistantship (GA). Please see GA application beginning on page 6. You must apply to both The University of Memphis Graduate School (1) and KWS (2). If you are interested in applying for a Graduate Assistantship (3), you will note that on page 3.

1. Admission to The Graduate School at The University of Memphis
   - Complete the application found at http://www.memphis.edu/admissions/apply.php

2. Admission to the MS in Sport and Hospitality Management program within the Kemmons Wilson School (KWS): Complete this entire application and submit either by mail or email
   - To submit by print and mail, submit to:  
     Graduate Coordinator  
     Kemmons Wilson School of Hospitality and Resort Management  
     3700 Central Avenue, Suite 140  
     Memphis, TN 38152-3020  
     USA  
     901-678-2962
   - To submit by email:  
     Submit the completed application to both the following email addresses: tdryan@memphis.edu and mcllahan@memphis.edu
   - Deadlines
     i. Fall Semester Admission materials should be submitted by July 1st
        *International students’ materials should be submitted by May 1st
     ii. Spring Semester Admission materials should be submitted by December 1st
        *International students’ materials should be submitted by September 1st
     iii. Summer Semester Admission materials should be submitted by May 1st
        *International students’ materials should be submitted by February 1st

3. Indicate which concentration and method of instruction you are interested (Please highlight or circle)?
   - Hospitality Concentration (Traditional on-campus program)
   - Sport Commerce Concentration (Traditional on-campus program)
   - Sport Commerce Concentration (Completely Online program)
   - Sport Commerce Concentration (Blend of on-campus and online instruction)

4. What is your desired semester and year of entry?
For all requested information below, please type the information next to or under each heading.

1. Full name (First, Middle, Last)

2. Home Address (Number, Street, City, State, Zip Code, Country)

3. Current Address (if different than home address indicated above)

4. Phone number(s)

5. Email address

6. Birthday (day, month, year)

7. Educational Background (list all relevant information)

<table>
<thead>
<tr>
<th>Undergraduate Major</th>
<th>Institution Attended</th>
<th>Degree and Year Obtained</th>
<th>Professional Certifications</th>
<th>Organization Granting Certificate</th>
<th>Year Obtained</th>
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8. Grades/Test Scores

<table>
<thead>
<tr>
<th>Variable</th>
<th>Comments</th>
<th>Value</th>
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<tr>
<td>Undergraduate GPA</td>
<td>All Students Include</td>
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<tr>
<td>GRE Quantitative</td>
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<td>GRE Verbal</td>
<td>All Students Include</td>
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<td>GRE Writing</td>
<td>All Students Include</td>
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<td>GMAT</td>
<td>Optional for Sport Commerce Applicants</td>
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<tr>
<td>TOEFL</td>
<td>International Applicants Only</td>
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9. In no more than one page (single spaced text), provide a brief statement describing (this may be submitted in a separate word or pdf file or completed on the next page):
   1. Your interest in pursuing graduate work at The University of Memphis (e.g., how our program will benefit you; please specify your particular area(s) of research interest)
   2. Your professional goals
   3. The suitability of your academic preparation for graduate study in your chosen area
   4. Your prior professional experiences
   5. If applying for a graduate assistantship position, please include an additional line indicate your strengths and weaknesses as they apply to working within a professional academic setting.
Would you like to apply for a Graduate Assistantship within KWS at this time? Please indicate yes or no by HIGHLIGHTING or circling the appropriate response.
YES  NO

Is your enrollment in the specified academic program contingent upon receiving a Graduate Assistantship?
Please indicate yes or no by HIGHLIGHTING or circling the appropriate response.
YES  NO

NOTE: Other departments (academic, administrative, athletic) offer graduate assistantships. If you have already received an offer from one of those programs (e.g. Athletic training), you do not need to apply here for a GA position. Likewise, students with an interest or willingness to work as a GA in other programs on campus, such as administrative or athletic, need to apply to those programs directly. Those GA positions are hired by those programs, not by the KWS.

In addition to this completed application, **all applicants** (whether applying for a Graduate Assistantship or not) must also submit the following information:

1. **A current curriculum vita/resume**
2. **Two (2) letters of recommendation**
   a. Letters should be written by former professors (ideally) or by others who can accurately address applicant’s academic performance and/or ability to successfully complete graduate studies
   b. Letters should be provided directly to applicant in a sealed envelope, with the evaluator’s signature provided over the seal. If needed, the applicant may have the letters of recommendation sent directly from the evaluator to the address below.
   c. The applicant should collect both letters, along with all other needed material (curriculum vita, copies of certificates and licenses [if appropriate], graduate application, graduate assistantship application—if applying for a Graduate Assistantship), and submit all materials in one mailing to the Graduate Coordinator at the address below.

   Graduate Coordinator  
   Wilson School of Hospitality and Resort Management  
   3700 Central Avenue, Suite 140  
   Memphis, TN 38152-3020  
   USA
   You may email the completed application to both the following email addresses:  
tdryan@memphis.edu and mcllahan@memphis.edu

NOTE: In addition to the KWS specific application, **all applicants** must also submit an application to the Graduate School. [http://www.memphis.edu/admissions/apply.php](http://www.memphis.edu/admissions/apply.php)

**The application will not be given full consideration until all requested materials have been submitted.**
Checklist of materials to be submitted

<table>
<thead>
<tr>
<th>Graduate Coordinator</th>
<th>Office of Graduate School Admissions</th>
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<tbody>
<tr>
<td>Wilson School of Hospitality and Resort</td>
<td>The University of Memphis</td>
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<tr>
<td>Management</td>
<td>101 Wilder Tower</td>
</tr>
<tr>
<td>3700 Central Avenue, Suite 140</td>
<td>Memphis, TN 38152-6627</td>
</tr>
<tr>
<td>Memphis, TN 38152-3020</td>
<td></td>
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<td>USA</td>
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(or to be submitted online at [http://www.memphis.edu/admissions/apply.php](http://www.memphis.edu/admissions/apply.php))

<table>
<thead>
<tr>
<th>Completed Graduate Application (This form)</th>
<th>Completed Graduate Application (University Specific)</th>
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<tbody>
<tr>
<td>Curriculum vita/Resume</td>
<td>Test Scores (GRE or others, if necessary)</td>
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<tr>
<td>Two (2) letters or recommendation</td>
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<td>(sealed and signed)</td>
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Applicant Full Name (First, Middle, Last) Printed

Applicant Signature
I confirm that all information provided in this document is accurate to the best of my knowledge.

Date