Admission to the Master’s of Science in Nutritional Science at SJSU

General university requirements for consideration of admission to Classified or Conditionally Classified graduate standing, as well as important dates are outlined at www.sjsu.edu/gape. See also http://www.sjsu.edu/graduateadmissions/

Admission to the MS program is competitive, and restricted to applicants whose academic record indicates a high potential to be successful in graduate studies in the objectives offered. Your previous academic performance, letters of recommendation, work or volunteer experiences, and statement of intent are all used to determine whether you will be admitted. Admission begins with your submission of an official application to San Jose State via their website. Upon receipt of all admission materials, Graduate Admissions and Program Evaluation (GAPE) will evaluate your application. If you meet University requirements, your application will be forwarded to the department for review. The application procedure is outlined below.

Application procedures

1. All applicants must apply on-line at calstate.edu/apply
   - International graduate applicants (F-1 or J-1 visa) must also fill out the International Supplemental Application Form, available at: http://www.sjsu.edu/graduateadmissions/want-to-apply/international-steps-to-admission/index.html
   - Note: H2/H4 visa holders are considered domestic applicants and do not have to fill out the international supplemental application form.
   - All must file a university application before the specified deadline for the application period. Deadlines are posted at http://www.sjsu.edu/graduateadmissions/deadlines/. There are no application deadline extensions. Please note the application deadline and the document deadline.

2. After submitting your on-line application, you must mail OFFICIAL college transcripts in sealed envelopes from ALL universities/colleges attended before the posted document deadline to:

   San Jose State University
   Graduate Admissions & Program Evaluations (GAPE)
   One Washington Square
   San Jose, CA   95192-0017

3. Submit GRE scores to SJSU (graduate division)
   - Please submit your scores to SJSU (graduate division) so that they can be matched to your application. To learn more about the GRE exam, please see: http://www.ets.org/gre/revised_general/about?WT.ac=grehome_greabout_b_130807
   - Expected scores:
     o Combined minimum GRE score of 297, minimum GRE verbal score of 150, and minimum writing score of 3.5.
     o Our ETS code for the TOEFL and GRE is 4687.
4. If English is not your primary language, you must satisfactorily meet the minimum test scores for the English Language Proficiency Exam.

** Please contact admissions (admissions@sjsu.edu; 408-283-7500) if you have questions related to steps 1, 2, 3, and 4

5. Provide the following documents to the graduate coordinator of the Nutrition, Food Science and Packaging (NuFS) Department (giselle.pignotti@sjsu.edu)

- **Letter of intent:** Please email to Dr. Pignotti a signed and dated letter of intent. The letter should be single-spaced, using 1-inch margins and 12-point font, and contain no more than 750 words. Please describe your 1) educational background; 2) area of interest (graduate objective) once accepted into the program; 3) personal research interests, describe as specifically as possible, including any previous research experience; 4) career goals; and 5) be specific as to why you would like to attend SJSU.

- **3 letters of recommendation:** Request three (3) signed letters of recommendation on official organizational stationery or letterhead be sent from the person making the recommendation to Dr. Pignotti via EMAIL (giselle.pignotti@sjsu.edu) – two (2) should be from faculty of academic institutions; one (1) may be from a recent employer. Each letter must be labeled with YOUR name. Letters that are not signed or on letterhead will not be accepted. SJSU graduates must also provide 3 signed letters of recommendation.

- **All students must also provide to individuals writing the recommendation letters and to Dr. Pignotti,** via email, a signed “right of access to letter of recommendation” for each person providing a letter.

- **Resume** summarizing volunteer, research, and employment experiences

- **Prerequisite form:** Submit the MS/DPD Core Science Courses Form, only for students interested in completing the DPD coursework.

**IMPORTANT:** All materials (letter of intent, right of access forms, letters of recommendation, resume, and prerequisite form) should be emailed to the Graduate Coordinator at giselle.pignotti@sjsu.edu and must be received by the document deadline. Please include your name to every document submitted by email.

**Process and timeline**
After your application and transcripts have been received by GAPE, your file will receive an initial evaluation. If minimum University entrance criteria are met, your file will be forwarded to the Department for program consideration. The NUFS/PKG department has a graduate selection committee that makes the decision on admission based on an application evaluation rubric. The rubric includes information about GPA, performance on core science courses, GRE scores, letter of intent, letters of recommendation, and research/professional experience.
View your application status at [one.sjsu.edu](http://one.sjsu.edu) using the login and password provided to you after your application was submitted. The admission decision will be available at [one.sjsu.edu](http://one.sjsu.edu) approximately 10 to 12 weeks after the support documentation deadline. If GAPE does not receive all of your documents by the deadline, your application will not be forwarded to the Department for evaluation and your incomplete application will NOT be considered. If this occurs, you will need to reapply at a later date.

**IMPORTANT:** Nutritional science graduate objectives require students to complete courses in general chemistry, organic chemistry, human nutrition, physiology and microbiology. If you have not completed most of these classes prior to admission, your application will not receive serious consideration. For answers to specific questions regarding pre-requisites, please check the [Prospective Students FAQ](http://www.sjsu.edu/graduateadmissions/been-admitted/).

**You’ve been accepted: now what?**

Congratulations! After acceptance, the Admissions Office will advise you of your standing (see [http://www.sjsu.edu/graduateadmissions/been-admitted/](http://www.sjsu.edu/graduateadmissions/been-admitted/) Admissions Procedures and Policies). You will also receive an email from the graduate coordinator to welcome you to the program and provide important program information.

- If you are interested in becoming a Registered Dietitian (RD) and/or need a DPD evaluation, you will be provided with instructions regarding transcript evaluation, which must be completed prior to class registration. Faculty is not available during Summer/Winter breaks, except during the designated advising dates indicated on registration materials.
- After your transcripts have been evaluated, please make an appointment to meet with the graduate coordinator who will help you plan your classes.