

Online MS in RST Application Checklist

- Online Admission Application.** Complete the online admission application, including the academic statement of purpose and application fee. [Click here to access the online admission application.](#)
- Official Transcripts.** Submit the official transcript from your bachelor's degree institution. Once the transcript arrives, we will calculate your GPA based on the last 60 hours/two years of your degree. If your GPA is below the 3.0 required, we will need all official transcripts from all college-level coursework. If you did not have at least 60 hours from your degree institution, we will need the official transcript from your transfer institution as well.

NOTE: You will need to scan and upload your transcript to the online application. This means that you will have to submit one official transcript sent directly from your institution in a sealed envelope and one official or unofficial transcript to scan and upload directly to the online application. Please contact us if you have any questions about this requirement. Official transcripts need to be sent to the following address or an E-Script official transcript can be e-mailed from your school to mmulvane@illinois.edu.

Official transcripts should be sent to the following address:

Mike Mulvaney
Department of Recreation, Sport and Tourism
219 Huff Hall, MC-584
1206 South Fourth Street
Champaign, IL 61820

- Two Letters of Recommendation.** Have two letters of recommendation submitted on your behalf. On the application there will be a section to enter information about each of your references. Once this information is entered, the reference will be notified by e-mail and given instructions on how to upload their letter. The reference should include their full name, institution/organization, position/title and contact information. The reference should also try to address the following in the recommendation letter:
 - To what extent they recommend you for admission as a graduate student in this field of study
 - How long they have known you and under what circumstances
 - How they would evaluate your academic potential and aptitude for graduate education in comparison with others they have known in the same capacity
 - As applicable, address your ability to pursue graduate studies and research; to work with peers, supervisors and subordinates; your oral and written communication skills; teaching ability; and any outstanding knowledge, skills and abilities/talents that are applicable.
 - We do require a letter from an instructor if you have been out of college one year or less.

- Academic Statement of Purpose.** Develop and submit an academic statement of purpose. Listed below are specific questions you should address, but not limit yourself to, within the personal statement. These questions can be addressed in one whole essay, or as itemized responses to the questions:
- What are your goals for graduate study and a professional career? If appropriate, describe your professional experience as it relates to parks, recreation, sport or tourism.
 - Why do you feel the University of Illinois is appropriate for you? Why do you think the online program offered by the Department of Recreation, Sport and Tourism is a good match for your interests?
 - Why are you pursuing an online graduate degree? In what ways would your degree contribute to your future and/or career?
- Resume.** Submit a copy of your current resume. This can also be attached to the application. If you have any questions, please feel free to contact me directly via email or phone at 217-300-0933 mmulvane@illinois.edu. Our office is open Monday - Friday from 8:30am to 4:30pm CST.

Thank you again for your interest in the Online MS in Recreation, Sport and Tourism program. I look forward to working with you.

Mike Mulvaney, Teaching Professor & Director of RST Online MS Degree Programs
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