GENERAL INFORMATION FOR APPLICANTS

Individuals who have completed a Bachelor's degree in science or engineering at an accredited university may apply for admission to graduate study at New Mexico Tech.

GRADUATE DEGREES AVAILABLE

Master of Science
- Biology
- Chemistry
- Computer Science
- Electrical Engineering
- Environmental Engineering
- Geochemistry
- Geology
- Geophysics
- Hydrology
- Materials Engineering
- Mathematics
- Mechanical Engineering
- Mineral Engineering
- Petroleum Engineering
- Physics

Master of Science for Teachers

Masters of Engineering Management

Doctor of Philosophy (with Fields of Specialization)
- Applied and Industrial Mathematics
- Chemistry
- Computer Science
- Earth & Environmental Science
- Geochemistry
- Geology
- Geophysics
- Hydrology
- Materials Engineering
- Mathematics
- Petroleum Engineering
- Physics
- Astrophysics
- Atmospheric
- Mathematical

HOUSING FOR GRADUATE STUDENTS

Housing for regular graduate students is available on-campus in dormitories, and in townhouses for students. Waiting lists for Student Family Housing are kept on a priority basis by the date of receipt of the housing application, available at www.nmt.edu/welcome-to-res-life. Apartments and rooms off-campus are usually available within a few blocks of campus. Residential Life maintains a list of off-campus housing.

You may obtain further information by emailing Residential_Life@admin.nmt.edu.

Residential Life
New Mexico Tech
Fidel Center
Socorro, New Mexico 87801 USA
APPLICATION INSTRUCTIONS

The Institute uses a self-managed application system. You are responsible for making arrangements for the necessary materials to be sent to the Center for Graduate Studies. Use the following information as you prepare the materials to support your application. All forms should be completed in ink (or printed/typewritten) in English. **To be assured of consideration for assistantships and fellowships, completed applications must be received by February 15 for the fall semester, and by September 15 for the spring semester. To be assured of consideration for admission, completed applications must be received no later than August 1 for the fall semester and January 2 for the spring semester.** To allow enough time for the admission decision and acquisition of passports and visas, international students are advised to make sure their application, supporting documents, and application fee are in the Center for Graduate Studies by April 1 (for summer and fall semester) or by October 1 (for spring semester).

1) Your application form must be complete and accurate to the best of your knowledge.

2) After you complete your Application Form, complete the information page and send it (along with your $45 application fee if not paid by credit card online) and all supporting documents to the NMT Center for Graduate Studies. The Application Fee (check or international money order) must be made payable to: New Mexico Institute of Mining and Technology. **The $45.00 fee is non-refundable, and will not be waived.**

3) You must provide an official copy of your transcripts for each university or college you have attended. Do not assume that any transcript is irrelevant to your areas of study. Do not open the transcripts. (Transcript envelopes that have been opened, or tampered with, will be rejected, and the application packet will be returned without processing). Order your transcripts early.

4) The **Study Plan** (part of the application) is your opportunity to tell the program faculty about yourself. It need not be extremely detailed, but should provide information about your areas of interest, education, and goals. The graduate department/program to which you are applying can provide more information on their expectations.

5) A minimum of three (3) letters of recommendation from three professors or supervisors familiar with your academic/research/professional performance are required; recommendations are to be provided on the forms provided here. You are responsible for completing the top of each form (name, program, etc.). This information assures that all materials relating to your application are easily identifiable. Completed forms are to be placed in sealed envelopes by the recommender. Letters of recommendation will not be accepted without these signed forms. **Instructions for Recommendation Envelopes to follow.**

If you have any questions about the application procedure, contact the Center for Graduate Studies. (graduate@nmt.edu)
Applicant Information Sheet

The information that you will send us by mail will need to be matched with other application materials that are submitted. The information requested below is intended to help us match these materials should we have problems and to contact you if we are missing materials from your application. Thank you.

Your name: 

Email address: 

Phone Number (country code, area code, number): 

Mailing address: 

City, State, Postal Code: 

Country: 

Once your application has been marked complete and submitted, it will be reviewed by the Center for Graduate Studies when we receive your application fee. Please print this page, provide the requested information and send it, with a check or money order in the amount of $45 if your application fee was not paid online, to:

Center for Graduate Studies
New Mexico Tech
801 Leroy Place
Socorro, New Mexico 87801 U.S.A.

Date: 

New Mexico Tech is an Affirmative Action/Equal Opportunity Institution
In the space provided below, please state the academic area in which you hope to work, your career goals, and your reasons for attending graduate school.
INSTRUCTIONS FOR RECOMMENDATIONS AND RECOMMENDATION ENVELOPES

At New Mexico Tech, letters of recommendation are an exceedingly important part of deliberations leading to acceptance or rejection of applicants. If these letters do not speak directly to the preparation of the applicant for graduate study or if the authenticity of the letter is in question, applicants are typically rejected.

**Applicant:** Provide the identifying information (below) on each recommendation envelope. Give an envelope and a copy of this sheet to each Recommender. Your Recommender may wish to return this directly to the Center for Graduate Studies. If so, provide a stamped, addressed envelope for that purpose.

**Recommender:** Please enclose your signed recommendation form in the envelope provided by the applicant. Without this signed form, recommendation letters will not be accepted. Supporting letters attached to the recommendation forms provided must be presented on the official stationery of the recommender and must be signed. Seal the envelope, sign it across the seal, cover your signature with transparent tape, and return it to the applicant. If you prefer, you may mail the recommendation directly to the Center for Graduate Studies. The student should provide you with a stamped, addressed envelope for that purpose. Alternatively, you may scan completed, signed letters and forms and email them to graduate@nmt.edu.

Center for Graduate Studies
New Mexico Institute of Mining and Technology
801 Leroy Place
Socorro, New Mexico 87801-4796

Information that is to appear on the Recommendation Envelope:

Applicant's Name
(please print clearly)

Recommender's Name

*(Please sign on seam on back of envelope)*
LETTER OF RECOMMENDATION FOR:

(First Name) (Middle Name)

(Applicant for Admission to) (Department or Program) (Cert., MS, MST, MEM, PhD)

APPLICANT:

Before you give this form to an instructor or other person acquainted with your qualifications for graduate work, please check and sign.

☐ hereby waive my right of access to this letter of recommendation.

(Applicant Signature) (Date)

REFERENCE:

After filling out this form, please mail it directly to the address above.

We are particularly interested in the applicant's ability to carry on advanced study and research, as well as their potential for pursuing a successful graduate career in the chosen field.

I. Rate the applicant on each of the following items, using a five-point scale: 5-truly outstanding (top 10%); 4-superior; 3-above average; 2-average; 1-below average; x-inadequate knowledge to rate.

- Intellectual capacity
- Mastery of fundamental knowledge in major field
- Motivation and drive
- Scholarship
- Writing ability
- Ability in oral expression
- Ability for research
- Potential as a teaching assistant
- Emotional maturity and stability
- Self-reliance and independence

II. Please check the educational level of the representative group with whom the applicant is compared:

- College juniors
- College seniors
- First year graduate students
- Advanced graduate students

III. Briefly indicate the time period and nature of your contact with this student.

IV. How do you view this applicant's prospects for success in graduate study? Circle the appropriate description.

Possible Masters Prospect
Average Masters Prospect
Strong Masters Prospect
Possible Ph.D. Prospect
Good Ph.D. Prospect
Excellent Ph.D. Prospect

V. Some gifted individuals have mediocre scholastic records. In your opinion, is the applicant's scholastic record an accurate index of his/her scholastic ability? Yes, No, Don't know. If your answer is "NO", please explain briefly, possibly giving consideration to the applicant's performance in independent study or in research participation programs. (You may expand on your answer in section VI.)
VI. Please express your assessment of this applicant's qualifications for graduate study and any important accomplishments. Would you be willing to admit the applicant to your own graduate programs? Or, would you employ this applicant? If you prefer, you may attach a separate letter addressing these points.
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Center for Graduate Studies  
New Mexico Institute of Mining and Technology  
801 Leroy Place  
Socorro, New Mexico 87801-4796

___________________________________________________________

Information that is to appear on the Recommendation Envelope:

___________________________________________________________

Applicant's Name  
(please print clearly)

*(Please sign on seam on back of envelope)*
STUDENT: Fill out top portion of form and give form to your reference. RECOMMENDER NAME:

LETTER OF RECOMMENDATION FOR:

(Applicant for Admission to) (Department or Program) (Cert., MS, MST, MEM, PhD)

APPLICANT: Before you give this form to an instructor or other person acquainted with your qualifications for graduate work, please check and sign.

☐ hereby waive
☐ do not waive my right of access to this letter of recommendation.

(Applicant Signature) (Date)

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II. Please check the educational level of the representative group with whom the applicant is compared:

☐ College juniors  ☐ College seniors  ☐ First year graduate students  ☐ Advanced graduate students

III. Briefly indicate the time period and nature of your contact with this student.

IV. How do you view this applicant's prospects for success in graduate study? Circle the appropriate description.

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<tr>
<th>Prospect</th>
<th>Possible Masters</th>
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V. Some gifted individuals have mediocre scholastic records. In your opinion, is the applicant's scholastic record an accurate index of his/her scholastic ability?  ☐ Yes,  ☐ No,  ☐ Don't know. If your answer is "NO", please explain briefly, possibly giving consideration to the applicant's performance in independent study or in research participation programs. (You may expand on your answer in section VI.)

(CENTER FOR GRADUATE STUDIES
801 LEROY PLACE
NEW MEXICO TECH
SOCORRO, NEW MEXICO 87801

RECOMMENDER NAME:  

ver. 9/15/14)
VI. Please express your assessment of this applicant's qualifications for graduate study and any important accomplishments. Would you be willing to admit the applicant to your own graduate programs? Or, would you employ this applicant? If you prefer, you may attach a separate letter addressing these points.
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Center for Graduate Studies
New Mexico Institute of Mining and Technology
801 Leroy Place
Socorro, New Mexico  87801-4796

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Applicant's Name
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*(Please sign on seam on back of envelope)*
STUDENT: Fill out top portion of form and give form to your reference.

LETTER OF RECOMMENDATION FOR:

(Last Name) (First Name) (Middle Name)

Applicant for Admission to

(Department or Program) (Cert., MS, MST, MEM, PhD)

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RECOMMENDER NAME:

CENTER FOR GRADUATE STUDIES
801 LEROY PLACE
NEW MEXICO TECH
SOCORRO, NEW MEXICO 87801

ver. 9/15/14
VI. Please express your assessment of this applicant's qualifications for graduate study and any important accomplishments. Would you be willing to admit the applicant to your own graduate programs? Or, would you employ this applicant? If you prefer, you may attach a separate letter addressing these points.

Date ________________________________  Type or Print Name ________________________________

Institution ________________________________  Signature ________________________________

Address ________________________________  Position ________________________________

Telephone Number ________________________________  Email Address ________________________________
NEW MEXICO INSTITUTE OF MINING AND TECHNOLOGY

Application Material Checklist

Arrange to have the following materials sent directly to the Center for Graduate Studies (address below):

☐ Official General Graduate Record Examination (GRE) Scores

☐ For International Students -- Official TOEFL or IELTS Scores

The following materials are to be placed in an envelope and sent to:

Center for Graduate Studies
New Mexico Institute of Mining and Technology
801 Leroy Place
Socorro, New Mexico 87801-4796

☐ The $45.00 Non-Refundable Application Fee Made Payable to New Mexico Institute of Mining and Technology, if this was not paid by credit card online.

☐ Signature Form

☐ One sealed Official Transcript from each College Attended

☐ Three sealed Letters of Recommendation, signed across seal, including signed NMT Recommendation forms

☐ Other Data you may want to include

**Official documents:** Copies of official documents will be accepted for the application process. If you are accepted to New Mexico Tech, we must receive official documents directly from the university or testing service before you can enroll. International students must provide all official documents before the I-20 process can begin.

PLEASE NOTE: To be assured of consideration for assistantships and fellowships, check the application deadline listed at http://www.nmt.edu/graduate-degree-programs for the program you are applying to. To be assured of consideration for admission, completed applications must be received no later than August 1 for the fall semester and January 2 for the spring semester. To allow enough time for the admission decision and acquisition of passports and visas, international students are advised to make sure their application, supporting documents, and application fee are in the Center for Graduate Studies by April 1 (for summer and fall semester) or by October 1 (for spring semester).

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