

University of Wisconsin



School of Graduate Studies
800 Algoma Blvd. Oshkosh, WI 54901 (920) 424-1223

Application Checklist for Graduate Certificate in Creative Writing

Complete the attached application in its entirety. Use the checklist below as a guide regarding key items for the application. *Sections 19, 20 and 21 on the application do not apply to this certificate.*

- 1. **Application Fee** — A \$45.00 application fee (check, money order, or credit card payment) must accompany your application. This fee is non-refundable.
- 2. **Residency Information** — Your residency status for tuition purposes is determined based on your home address for the year preceding your desired starting date, employment history, and other factors. Be sure to complete all information as identified for residency purposes. Questions about residency should be directed to the Director of Graduate Admissions and Records.
- 3. **Identification Number** — Your Social Security number is requested but will NOT be used as your primary university record identification number.
- 4. **Program** — Indicate the degree in box 15 as “Certificate” and program/plan in box 16 as “Creative Writing.”
- 5. **Transcripts** — It is your responsibility to request that the Registrar of the college or university where you received your undergraduate or graduate degree(s) forward an official degree conferral transcript directly to the UW Oshkosh School of Graduate Studies. Student or photocopies of transcripts are NOT acceptable. For UW Oshkosh graduates or former students this application authorizes the Graduate Studies office to request Oshkosh transcripts from the Records Office.
- 6. **Brief Application Essay** — Include typewritten essay of 250-500 words stating why you are seeking admission to the certificate program.
- 7. **Additional Information Required** — A 15-20 page manuscript of creative work in any genre(s): poetry, fiction, drama or nonfiction prose.
- 8. **Racial Heritage** — Accurate information regarding your gender/racial heritage status is needed to comply with Affirmative Action legislation and laws. This information is required and will be kept confidential; it will not appear on grade reports, class lists, transcripts, nor will it be used to make admission decisions.
- 9. **Signature** — Sign and date your application.