Please note all PhD applicants must hold a masters degree in a related field. If you do not have a masters degree, please consider applying to the SLIS masters program.

How to apply

Step 1: Begin an on-line application to the UW Graduate School at:
http://www.grad.wisc.edu/education/admissions/index.html
Indicate the School of Library and Information Studies PhD program as the program of study in the on-line application.

Step 2: Pay the Application Fee as required by the UW Graduate School. We will not consider your application without a completed UW Graduate School application.

Step 3: Have required GRE and/or TOEFL scores sent to the UW Graduate School.

Application Checklist:
Be sure to include the following items:

1. RESUME: Please provide a resume/curriculum vitae, or list employment in which you have been engaged, and which you consider relevant to your decision to pursue a PhD in Library and Information Studies. Include where, for how long, and in what capacity.

2. REASONS FOR GRADUATE STUDY: The UW Graduate School requires a “Reasons for Graduate Study essay.” This 1 page statement should describe your reasons for pursuing a PhD in the field of library and information studies, and how your personal background and life experiences motivated your decision.

3. SPECIAL SKILLS: Please briefly describe any special skills or training relevant to your application or intended research area including but not limited to: teaching skills, information technology/design skills, language skills, travel.

4. SLIS APPLICATION ESSAY Please write a 2-6 page essay that describes your specific area of research interest. Please address each of the following items in your essay.
   • Your post PhD career goals
   • Your areas of research interest
   • Any past research or scholarly experiences
   • An assessment of how your research interests fit with the research interests of the current SLIS faculty. To do so, examine their personal websites for information about publications and projects.

5. TRANSCRIPTS: Please send two (2) complete sets of official academic transcripts to SLIS at the following address:

   PhD Admissions
   School of Library and Information Studies
   University of Wisconsin-Madison,
   Room 4217 Helen C. White Hall
   600 N. Park Street, Madison, WI 53706
6. GRE SCORES: Please arrange for ETS to send official scores from the general test to the UW Graduate School. Use ETS institution code 1846. The tests should have been taken within the past five years. Please schedule your exam well before the December 31st admissions deadline.

7. TOEFL/ENGLISH LANGUAGE PROFICIENCY. Please ask ETS to send the scores to the UW Graduate School. Use Institution code 1846. Please note we do not consider applications that do not meet UW Graduate School minimum TOEFL scores (http://www.grad.wisc.edu/education/admissions/faq.html#0.1_esl)

8. THREE LETTERS OF RECOMMENDATION. If possible, we prefer letters from faculty if you finished your graduate program within the last 5 years. Letters of recommendation are submitted electronically. Please refer to the instructions found at: http://info.gradsch.wisc.edu/admin/admissions/elorinstructions.html

9. WRITING SAMPLE: The SLIS PhD program is writing intensive. Please include a writing sample representative of your writing style and ability. Examples of appropriate writing samples include in order of preference: graduate school papers (old papers are fine), articles published in professional journals or newsletters (not heavily edited by others), management reports or memos prepared by the applicant, or fictional works or other forms of written expression.

### Turning in Admissions Materials:

We prefer that you attach your essays to the Graduate School online admissions form. If this does not function, you can also turn in materials via email, send to SLIS, at uw-slis@slis.wisc.edu Please mark as “PhD Admissions” in the subject line.

To turn in materials via paper mail, send to:

PhD Admissions  
School of Library and Information Studies  
University of Wisconsin-Madison,  
Room 4217 Helen C. White Hall  
600 N. Park Street, Madison, WI 53706

To send materials via fax, please send to PhD Admissions at 1-608-263-4849

### Questions?

Please address any questions about the status of your application materials to uw-slis@slis.wisc.edu (using "PhD Admissions" in subject line).

Please address any questions about the program requirements to the current SLIS PhD Program Director, Professor Kyung Sun “Sunny” Kim (for current contact info: http://www.slis.wisc.edu/academics-phd.htm).

The deadline for full consideration for PhD applications is December 31st.

Revised July 2014