

INTERNAL APPLICATION TO CONTINUE FOR PHD

APPLICATION INSTRUCTIONS

REQUIRED: In order to continue for the PhD, you MUST have an ME faculty member who has agreed to supervise your studies and provide funding in the form of a Fellowship, Research Assistantship (RA), or Teaching Assistantship (TA).

The internal application to continue for the PhD should be submitted in the semester in which you intend to graduate with the MSME degree and should be filled out as follows:

- 1st Page: Student fills out and submits to the ME Grad Office.
- 2nd Page: The Master's major professor fills out and submits to the ME Grad Office. They should check all statements that apply and write a supporting statement at the bottom or submit a letter of recommendation to the ME Grad Office.
- 3rd Page: The PhD major professor fills out and submits to the ME Grad Office. They should check all statements that apply and write a supporting statement at the bottom or submit a letter of recommendation to the Grad Office. The professor needs to be sure to include how/if they will fund you.
- Return the application to megradoffice@purdue.edu
- **NOTE:** If the major professor for your Master's degree will remain the same for the PhD, only one of the application pages needs to be filled out and submitted.

Internal Application for Admission PhD Program

School of Mechanical Engineering

| | |
|------------------|--|
| Name | |
| Email | |
| Current Address | |
| Telephone Number | |

Summary of Master's Program

GPA: _____ Credit Hours Completed: _____

Number of Project Hours (Such as ME 597) Completed: _____

Thesis Option: Y N

Advisory Committee

_____ Chair/Co-chair

_____ Co-chair/ Member

_____ Member

Planning Completed for PhD Program

Month/Year you plan to begin PhD program: _____

Subject area in ME chosen for major: _____

Who will serve as your major professor? _____

Have you made arrangements for support? Y N

_____ *Applicant's Signature*

_____ *Date Filed*

Please give one of the attached recommendation forms to your current major professor or member of your advisory committee. If your PhD major professor will be different from your current advisor, give the second form to your prospective major professor. Please note that you need to complete the top portion before giving the form to the faculty member(s).

| | | |
|--|--|---|
| Action: | <input type="checkbox"/> Recommend for Admission | <input type="checkbox"/> Deny Admission |
| <p>_____ <i>Signature of Assoc. Head for Graduate Studies</i></p> <p>_____ <i>Date</i></p> | | |

**Recommendation Letter for Application for Admission—PhD Program
School of Mechanical Engineering**

Name of Applicant: _____

Faculty member completing this reference letter: _____

To the Applicant: Under the federal Family Educational Rights and Privacy Act of 1974, students are entitled to review their records, including letters of recommendation. It is your option to waive your right to review these recommendations or to decline to do so. Please mark the appropriate box below and sign your name.

I waive my right to review this recommendation.

I do not waive my right to review this recommendation.

To the faculty member:

Please *check all that apply* to you and the applicant:

I served as this student's major professor for the Master's program

I served as a member of the applicant's Master's advisory committee

I will be serving as the applicant's major professor for the PhD program

I will be supporting the applicant as a research assistant

I will be supporting the applicant with my TA nomination.

Please attach a brief paragraph that addresses the applicant's aptitude for continuing in to the PhD program in the School of Mechanical Engineering at Purdue University. If you were on the applicant's MS advisory committee, please indicate the student's performance in MS research: the quality of the research, the quality of the thesis write-up, and the intellectual curiosity of the student.

Signature of Recommender

Date

Recommendation Letter for Application for Admission—PhD Program
School of Mechanical Engineering

Name of Applicant: _____

Faculty member completing this reference letter: _____

To the Applicant: Under the federal Family Educational Rights and Privacy Act of 1974, students are entitled to review their records, including letters of recommendation. It is your option to waive your right to review these recommendations or to decline to do so. Please mark the appropriate box below and sign your name.

I waive my right to review this recommendation.

I do not waive my right to review this recommendation.

To the faculty member:

Please *check all that apply* to you and the applicant:

I served as this student's major professor for the Master's program

I served as a member of the applicant's Master's advisory committee

I will be serving as the applicant's major professor for the PhD program

I will be supporting the applicant as a research assistant

I will be supporting the applicant with my TA nomination.

Please attach a brief paragraph that addresses the applicant's aptitude for continuing in to the PhD program in the School of Mechanical Engineering at Purdue University. If you were on the applicant's MS advisory committee, please indicate the student's performance in MS research: the quality of the research, the quality of the thesis write-up, and the intellectual curiosity of the student.

Signature of Recommender

Date