



ANDREW YOUNG SCHOOL
OF POLICY STUDIES



Georgia Institute
of Technology
SCHOOL OF PUBLIC POLICY

Office of Academic Assistance
P.O. Box 3992
Atlanta GA 30302-3992

JOINT Ph.D IN PUBLIC POLICY

Office: 404/413-0021
Fax: 404/413-0023

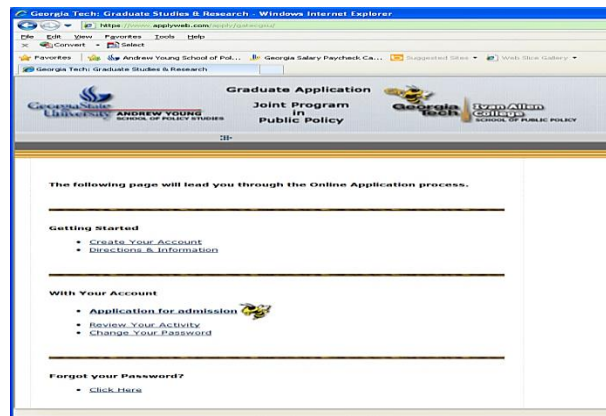
How to Apply for the Joint Ph.D. program in Public Policy

Thank you for your interest in the joint doctoral program in Public Policy with Georgia State University's Andrew Young School of Policy Studies and Georgia Institute of Technology's School of Public Policy. The application process for the joint program requires applicants to submit applications and supporting documents to both institutions. The \$50 non-refundable application fee includes the submission of both applications. You should complete the following steps:

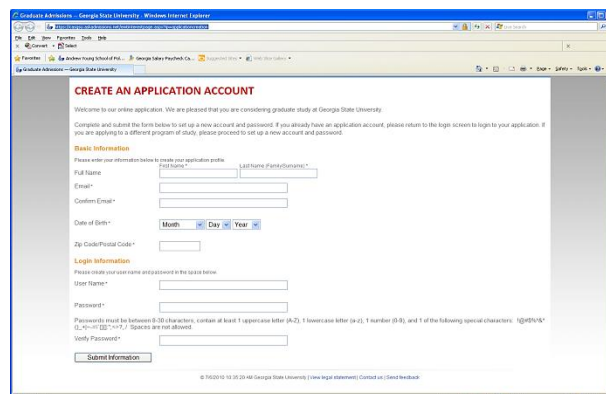
1. Submit Georgia Tech (Applyweb) application.
2. Start Georgia State (Ask Admissions) application.
3. Email GradAYS@gsu.edu to receive access code so you will not incur additional fees.
4. Submit Georgia State Georgi State (Ask Admissions) application.
5. Submit transcripts, test scores, and other supporting materials to Georgia Tech and Georgia State.

Below are detailed instructions to submit an application to the joint program. If you have any questions regarding the process, please do not hesitate to contact us. You can contact us by email at GradAYS@gsu.edu or by phone at 404-413-0021.

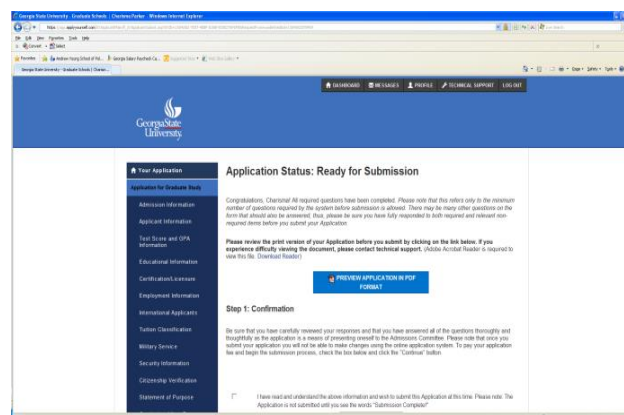
1. Complete and submit your Georgia Tech (Applyweb) application at the following link <https://www.applyweb.com/apply/gatecgsu/>.



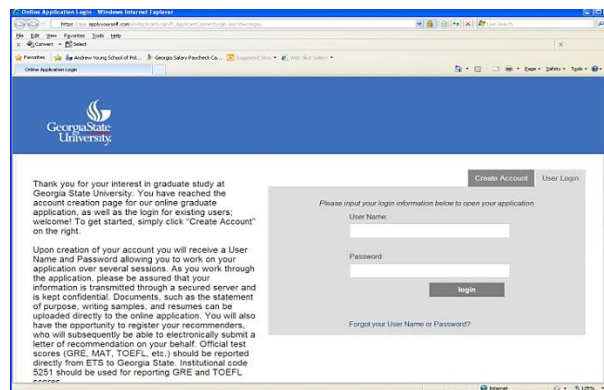
2. You will need to complete the Georgia State (Ask Admissions) application at <https://casgsu.askadmissions.net/emtinterestpage.aspx?ip=applicationcreation>.



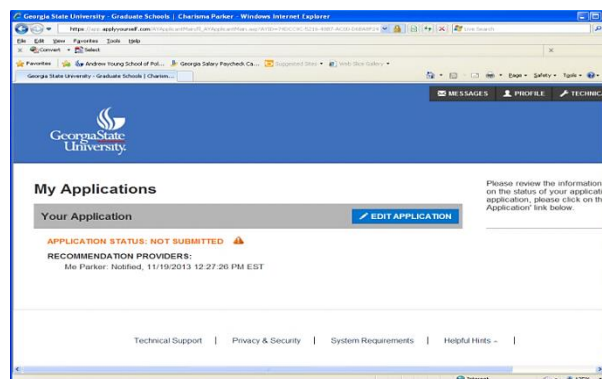
3. Save your GA State (Ask Admissions) application after completing the recommender Recommendation section. Do not submit your application at this time because you need to receive your application access code.



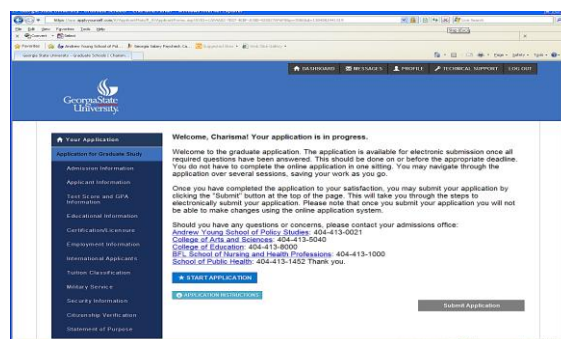
4. Before submitting your GA State (Ask Admissions) application, email GradAYS@gsu.edu with the subject line **Joint PhD Application Access Code** to have the access code applied to your application.
5. After you receive an email confirming the access code has been applied to your application, login to your GA State(Ask Admissions) application at https://app.applyyourself.com/AYApplicantLogin/fl_ApplicantConnectLogin.asp?id=casgsu.



6. Click Edit Application.



7. Click on the submit application button.



8. Submit GA State (Ask Admissions) application by completing the confirmation page.

The screenshot shows the 'Application Status: Ready for Submission' page. The left sidebar contains a navigation menu with items: 'Your Application', 'Admission Information', 'Applicant Information', 'Test Score and GPA Information', 'Educational Information', 'Certification/Licensure', 'Employment Information', 'International Applicants', 'Tuition Classification', 'Military Service', 'Security Information', and 'Statement of Purpose'. The main content area has a heading 'Application Status: Ready for Submission' and a sub-heading 'Step 1: Confirmation'. It includes a 'PREVIEW APPLICATION IN PDF FORMAT' button and a checkbox for 'I have read and understand the above information and wish to submit this Application at this time. (Please note: The Application is not submitted until you click the "Submit Application" button)'. A 'Submit Application' button is at the bottom.

9. Last, you need to complete the signature page and click submit application.

The screenshot shows the 'Final Step: Signature Page'. The left sidebar is identical to the previous page. The main content area has a heading 'Final Step: Signature Page' and a paragraph stating: 'I understand that any material false statement made knowingly and willfully by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than \$1,000 or by imprisonment for not less than one nor more than five years, or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution.' Below this is a 'Full Name' field, a 'Date' field with '11/19/2013' entered, and a 'Submit Application' button.

10. You should receive a message stating submission complete.

The screenshot shows the 'Submission Complete!' page. The left sidebar is identical to the previous pages. The main content area has a heading 'Submission Complete!' and a sub-heading '[Please do not refresh this page]'. It includes a paragraph stating: 'Congratulations! You have successfully submitted your online graduate application. Supporting application materials that could not be submitted online such as transcripts, proof of degree, entrance test score reports and portfolio of work should be submitted directly to the appropriate Graduate Admissions Office by the application deadline. Please keep in mind that application deadlines are for the date of receipt and not the date of postmark. Incomplete applications will not be processed. Thank you and we look forward to reviewing your application.' A 'Submit Application' button is at the bottom.

11. Submit transcripts and test scores to the Andrew Young School of Policy Studies and to Georgia Institute of Technology.

Andrew School of Policy Studies Mailing Address

Office of Academic Assistance

Andrew Young School of Policy

P.O. Box 3992

Atlanta, GA 30302

GRE and TOEFL Institution Code: 5251

Georgia Institute of Technology Mailing Address

Graduate Admissions

Georgia Institute of Technology

631 Cherry Street, Room 318

Atlanta, GA 30332-0321

TOEFL School Code: 5248

GRE Institution Code: R5248

GRE Department Code: 1903