PhD Admission Requirements

Admission to the PhD in Hospitality Administration program is based on previous academic records, GRE/GMAT scores, and hospitality-related professional experience.

STEPS TO APPLY FOR ADMISSION

1. **Online Graduate Admission Application**
   An online application can be completed at [http://www.applyweb.com/uhouston](http://www.applyweb.com/uhouston)

2. **$50 Application Fee for Domestic Applicants**
   **$125 Application Fee for International Applicants**
   This fee will be collected when you submit your application online and is payable to the University of Houston. This fee is non-refundable and cannot be waived or transferred to a future semester application.

3. **A complete Résumé or Curriculum Vitae** (submit online)

4. **Personal Statement**
   A three-page double-spaced essay with one-inch margins detailing career goals, research interests, and/or your justification for pursuing a PhD.

5. **Official College Transcripts** (from all institutions attended)
   Cumulative Grade Point Average (GPA) – minimum of 3.0 on a 4.0 cumulative average scale
   Official transcripts must list degree(s) earned and date(s) awarded or a degree certificate must be provided
   
   **Note: International applicants must possess a US Bachelor of Science (BS) degree or the equivalent to a US four-year BS degree program. The university does not consider a three-year Bachelor in Hotel Management (BHM) or diploma programs as equivalent to a US four-year BS degree. An additional one or two years of postgraduate studies from accredited institutions may be considered for graduate admission with approval from the dean of the UH Graduate School. Applicants presenting a three-year diploma can apply for the Hotel and Restaurant Management BS program as transfer students. Upon completion of the BS program, applicants are then be eligible to apply for the MS program.**

Please have the school(s) you attended submit transcripts to:

**Regular Mail or** University of Houston Graduate Admissions P.O. Box 3947 Houston, TX 77253-3947

**Express Mail or** University of Houston 4800 Calhoun Rd. 102 E. Cullen Building Houston, TX 77204-2012

**Electronic or "Speede" Transcript** Within the state of Texas, the fastest way to send your transcript is electronically. Inquire at your previous institution about this option. E-transcripts can be sent to gradschool@uh.edu.
6. **Official GRE or GMAT Score** (institution code for GRE is 6870 and GMAT is XT1-1C-69)
   GRE [www.gre.org](http://www.gre.org) or GMAT [https://www.mba.com/exams/gmat](https://www.mba.com/exams/gmat) official scores should be sent to University of Houston. The Hilton College Graduate Program recommends that these exam(s) be successfully completed prior to submission of the graduate admission application. The admissions committee reviews the quantitative, verbal and analytical writing sections.

7. **Three Letters of Recommendation** (submit online)
   Applicants will provide the email address of three recommenders when completing online application. A mix of both employers and professors are preferred.

8. **Interviews**
   Interviews are required and candidates chosen for interview by the committee will be contacted by the program.

### ADDITIONAL REQUIRED DOCUMENTS FOR INTERNATIONAL APPLICANTS

9. **Degree Certificate or Diploma**
   [https://uh.edu/graduate-school/international-students/transcripts/](https://uh.edu/graduate-school/international-students/transcripts/)

10. **Official TOEFL/IELTS Score or Duolingo** (English Language Proficiency Requirement)
    Please refer to the UH Graduate School Website for specific information governing the ELP requirement.
    [https://uh.edu/graduate-school/international-students/english-proficiency/](https://uh.edu/graduate-school/international-students/english-proficiency/)

11. **Letter of Financial Backing Form** (supported by a current bank)

12. **Copy of Passport**

### DEADLINE
The fall application deadline is January 13, 2023. The PhD program does not offer spring admission.

The decision for admission is made based on the evaluation of a complete file submitted by the application deadline. The official decision will be posted to the applicant’s applyweb application. Applicants will receive email notification that the decision letter is available through the application.