**Sport Administration**

**Application and Admission Process**

**Application Deadlines:**

To start coursework in the **summer** or **fall** all application materials must be submitted by **February 15**
To start coursework in the **spring** - all application materials must be submitted by **November 1**

To apply for a **graduate assistantship** in the School of Kinesiology (SOK), students should check the box on the **school** applications (step #2 below) which are due by **February 15**.

*Note 1: Sport Administration graduate assistants within SOK must be available on campus for the entire duration of fall and spring semesters to fulfill their responsibilities as a graduate assistant. Note 2: other graduate assistant positions on the Ball State campus will have varying deadlines. Students should contact specific departments for deadlines.*

**Application Process:**

**Step #1:** Apply for admission to the Ball State University Graduate School*. This will require completion of the graduate school application, submission of transcripts, and a $60 application fee. Students should also request their GRE scores be sent to Ball State University. More specific information can be found at: [Graduate School Application Information](#). In the Graduate School application process, you will be required to submit the names and email addresses for 3 references.

**Step #2:** Apply for admission to SOK (you do not have to wait for a response from the graduate school before applying to SOK). The application can be found at: [SOK Graduate Program Application](#). As part of the SOK application process students should also submit the following documents:

- A statement of purpose outlining your career goals (900-1000 words)
- A current resume

These documents should be sent electronically to Amy Sheffer (Graduate Programs Administrative Coordinator) at [asheffer@bsu.edu](mailto:asheffer@bsu.edu).

*Before applying, international students should contact the [Rinker Center for International Programs](#).*

**Admission Process:**

If accepted by the graduate school, SOK application materials will be reviewed soon after each application deadline. Only complete application files will be reviewed. Incomplete applications will be kept for two years. Admission decisions will be based on available openings within the program and quality of application materials.