



MEMO

DATE: January 27, 2023
TO: Graduate Coordinators, Department Heads, Graduate Assoc. Deans, Deans
FROM: Jim Ahern, Vice Provost & Dean of the School of Graduate Education
RE: Professional Experience Track Graduate Admissions (PET) (formerly, Alternative Track Graduate Admissions (ATA))

UPDATED FROM THE 10/25 “Alternative Track Graduate Admissions” memo.

Many U.W. graduate programs attract applicants who are returning to school following years of relevant work experience. In recognition that post-baccalaureate professional experience is as important, if not more so, for many fields of study, I am pleased to announce Professional Experience Track Graduate Admissions as an option for U.W. graduate programs. Announced as “[Alternative Track Graduate Admissions](#)” in a memo dated October 25, 2022, I have chosen to rename this program after input from deans. Graduate programs seeking Professional Experience Track admissions as a supplement to regular graduate admissions should apply at: https://uwyo.sic1.qualtrics.com/jfe/form/SV_cLSCEJXhy0LZZWu [see page 2]

Professional Experience Track Graduate Admissions (PET)

Professional Experience Track graduate admissions are only available to individuals who have had at least two years of relevant post-baccalaureate professional experience and whose undergraduate cumulative GPA is less than 3.000. Applicants who do not meet these basic criteria must be considered via regular graduate admissions. Applicants who do not meet the basic institutional, college and/or program regular admissions criteria may be considered for conditional admission.

Admission via the Professional Experience Track is full graduate admission. If a student is admitted via PET, they are admitted fully and are not subject to any of the restrictions that would come with conditional admission. No conditional admissions will be allowed under Professional Experience Track admissions; all conditional admissions must go through the regular track admissions process.

Professional Experience Track Application Materials

The following must be submitted by the applicant to be considered for Professional Experience Track admission:

- Official transcripts of collegiate work completed, including any post-baccalaureate coursework. U.S. Military training transcripts that show neither grades nor degrees awarded may be submitted but are not required as part of the transcript requirement.
- A minimum of two letters of recommendation from:
 - a current or former college/university instructor of the applicant; and/or
 - a current or previous professional supervisor of the applicant.
 - Additional letters may be required by programs at their discretion.
- A statement of purpose that contains the applicant’s:
 - Professional/career goals.
 - Educational goals.
 - Statement of how the graduate program will help the applicant attain their educational and professional goals.
 - Explanation for why the applicant would choose the University of Wyoming for graduate study.
- A full resume that contains:
 - Record of all post-secondary academic work, including the names of the institutions, dates of attendance, and degrees earned.
 - Record of all professional employment including dates for each (including any military service, AmeriCorp, PeaceCorp, Fulbright, etc. work experience).
 - Any special skills or competencies (including any certifications or licenses).
 - List of publications, prizes, awards, or other recognitions.
 - List of service/volunteer activities.

PLEASE NOTE: All programs with Professional Experience Track Admissions must require all the above for all applicants, including those who are not admitted via PET.

Requests for Professional Experience Track Graduate Admissions for Current Graduate Programs should be made via the following link:

https://uwyo.sjc1.qualtrics.com/jfe/form/SV_cLSCFjXhy0LZZWu

Programs authorized for PET must include PET in their program's Catalog entry.

Screenshot of the form:

Request for Professional Experience Track Graduate Admissions for Current Graduate Programs

Requests will be reviewed by the Vice Provost for Graduate Education, in consultation with Admissions, the Office of the Registrar, and/or Graduate Council.

Please enter the full graduate program title:

Who is the graduate coordinator or main contact person for this program?

Please provide a brief explanation for why this graduate program should have an Professional Experience Track Admissions option. Please be sure to articulate the importance of professional experience in preparing applicants for the program.