



**Department of Atmospheric Science**  
College of Engineering and Applied Science • Dept. 3038 • 1000  
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Frequently asked questions about the University of Wyoming Department of Atmospheric Science on line application procedure.

**Q:** I have completed the online new account creation but have not yet received any username and password.

**A:** You will not receive a username and password until the application fee is paid. If this application fee presents a hardship for you, contact Ms. Charlotte While at cfoster6@uwyo.edu

**Q:** How can I know my recommendation letters have been received?

**A:** The applicant will receive an e-mail for each recommender who submits a recommendation. If such emails are not received, please check with your recommender and/or with Ms. Charlotte While at cfoster6@uwyo.edu

**Q:** For the transcripts and test score sections, are unofficial copies all that are required at the time of application?

**A:** Yes.

**Q:** How are unofficial transcripts and test scores submitted?

**A:** Scan the documents and submit them as pdf files for the on line application, using the Upload Document button. Please name the files appropriately, e.g. Applicant\_College\_begin-end.pdf, or Applicant\_GRE/TOEFL\_Year.pdf. Other naming conventions also work. To see the documents submitted use the Upload Document link. The review document button on the document of concern will show what has been submitted. If the document is incorrect it can be deleted and replaced.

**Q:** When are official materials required?

**A:** These should be requested at the time an applicant receives an offer. All offers will be contingent on receiving the official test scores from the testing services and official transcripts from the colleges/universities.

**Q:** What if my references must print and mail their reference?

**A:** Have the reference sign over the envelope seal and mail to:  
Ms Charlotte While  
College of Engineering and Applied Science Dept. 3038  
1000 E. University Avenue  
Laramie, WY 82071  
USA

**Q:** How can I track the status of my application?

**A:** If under the application checklist there are green check marks for all parts and you have filled in your GRE scores, English proficiency scores, previous university education, with GPA and transcripts, and all of your letters of reference have been received, then your application is complete. There will be no further change in the status of your application until the department of Atmospheric Science decides to make you an offer or decline your application.

**Q:** When should I expect to receive a response to my application?

**A:** All applications are evaluated in late January by the Atmospheric Science faculty. Selected applicants will receive offers in late January or early February. Competitive applicants not receiving offers in the first round will be placed in a stand by pool and may receive an offer if some of the initial offers are declined. This second round of offers will occur around April 15<sup>th</sup>. The Department of Atmospheric Science is required to wait until April 15<sup>th</sup> for the first round of offers to be declined or accepted.

**Q:** If I am admitted will I receive financial support?

**A:** All students accepted will receive a salary as a graduate research assistant, and their tuition and fees will be paid.

**Q:** How many applicants usually apply, and how many are admitted?

**A:** The number of applications is typically around 50. The number admitted varies from 5-12 from year to year.