



Master of Health Administration (MHA) - Admissions Checklist

- Online Application – Apply via [SOPHAS](#) or HAMPCAS**
 - SOPHAS Fee \$150 for the first program you apply to (\$60 for each additional program).
 - SOPHAS offers a [Fee Assistance Program](#) to qualified applicants on a first-come, first-served basis.
 - Call 617-612-2090 to learn more.
- Official Transcripts**
 - Submit official transcripts from all previously attended undergraduate and graduate institutions directly through SOPHAS.
 - Applicants must have a four-year undergraduate degree (or its equivalent) with a minimum cumulative grade point average (GPA) of 2.75. A cumulative GPA of 3.0 is preferred.
 - Foreign transcripts must be evaluated by the World Education Services ([WES.org](#)) and submitted directly to SOPHAS (or HAMPCAS).
- Evaluations/Recommendations**
 - Enter contact information for your recommenders - at least three (3) contacts are required.
 - Recommenders will be prompted electronically to complete an electronic evaluation and to submit a letter of recommendation.
 - We recommend that at least two (2) of the evaluations be from a faculty member who taught or supervised the applicant. In some cases, however, we understand that it is not possible.
- Professional Resume/CV**
 - Upload resume or CV. Highlight professional experience, academic accomplishments, and other areas that will showcase your overall competitiveness for the MHA program.
- Personal Statement:** Upload personal statement. Your statement should be approximately two pages in length, double-spaced, and cover the following:
 1. Describe, with examples, why the University of Kentucky MHA program is the best fit for you. Include specific reasons why an MHA best suits your career goals.
 2. Describe why the University of Kentucky MHA program is the best fit for you. Be specific.
- English Language Proficiency:** All applicants whose native language is not English must report one of the following scores on the application: **TOELF, IELTS, or DuoLingo**. Admission decisions may be based on unofficial scores but official scores are required before enrollment in fall courses. Otherwise, admission may be revoked.
 - Minimum Score Required: [TOEFL](#) 79, [IELTS](#) 6.5, [DuoLingo](#) 115
 - Learn more at <https://gradschool.uky.edu/application-process#Test%20Scores>.

Application Deadlines

- ★ **INTERNATIONAL APPLICANT:** Final application deadline **February 1, 2025**
 - If admitted, you must submit a supplemental application to the University of Kentucky no later than February 15, 2025.
- ★ **DOMESTIC APPLICANT:** Final application deadline **April 1, 2025**
 - If admitted, you must submit a supplemental application to the University of Kentucky no later than one month before the start of fall classes.
- ★ Do not submit your supplemental application until you have been admitted to our MHA program via SOPHAS.
 - If admitted, you will receive emailed instructions and a link to the supplemental application.

Direct all questions or inquiries to ukcph@uky.edu.