

### Instructions for Applying to the Cancer and Cell Biology Graduate Program (Ph.D.)

Find Application at <https://grad.catalyst.uc.edu/apply/>

1. Initiate application by supplying login information (name, birthdate), 12-character password, and email-supplied PIN
2. Select an Application Type (select Fall 2023 through Summer 2024 from dropdown)
3. Select Graduate Programs from dropdown
4. Supply your Personal Background and Contact Information
5. Select Cancer and Cell Biology, Doctor of Philosophy from College of Medicine or Full Program List dropdown
6. Select Full-time (no Part-time option is permitted for the CCB PhD Program)
7. Verify your Program Choice (Cancer and Cell Biology, Doctor of Philosophy)
8. Supply Applicant Details (e.g. Minority Status, Veteran Status, Criminal History, Prior Employment by UC, etc.)
9. Record a **1-minute** Video Essay (optional, but highly recommended!)

**Instructions:** “This video essay is optional but it is highly recommended that you complete it. **You will need a webcam to answer this question.** You have 90 seconds to prepare your answer for your up to 1-minute response. You may re-record 2 times.”

10. Supply your Academic History (Institution Attended, Dates of Attendance, GPA, Major, etc.)
11. Upload the following three documents to fulfill our Program-Specific Requirements:

1. Personal Statement

“The one-page Statement of Interest and Career Objectives should tell us about you as a person and describe your motivations for pursuing a graduate degree along with your long-term career goals. Information in this document should demonstrate to the admissions committee that you are motivated and 100% committed to pursuing a PhD and that you understand what it takes to succeed in graduate school - AND - you possess the required passion about your education and the intellectual capabilities necessary to develop into an independent scientific researcher. This Personal Statement should also tell us about your scientific interests and why the Cancer and Cell Biology Graduate Program is a good fit for you to pursue those interests on your way to achieving your ultimate career goals.”

2. CV or Resume

“Please provide a CV or Resume that lists all your relevant education, work, volunteer and research experience. Also include any distinctions, honors, scholarships or awards; approximately 1 page.”

3. Statement of Research

“The one-page Research Statement should describe relevant research experiences you have had and your specific role in those projects. The admissions committee will be evaluating the breadth and depth of your previous training and your ability to: ask and address meaningful scientific questions, design and execute experiments, and think critically in a research setting.”

**13.** Provide name and contact information for at least one (but preferably multiple) Professional Reference(s).

“We require a minimum of one letter of recommendation to be submitted through our online application system before we will evaluate prospective applicants. Letters are a vital component of your application and suggest that you request them from faculty members or other research professionals who can elaborate on your scientific acumen and promise for independent research. Letters from individuals who supervised your research or academic work and can speak to your intellect, leadership, creativity, determination, and independence are particularly useful to the admissions committee.”

Upon submitting your Professional Reference’s contact information, they will receive the following message via email:

“Dear **Dr. X**,

**Applicant Y** has listed you as a reference for their application to the University of Cincinnati Graduate School. We would greatly appreciate your evaluation of the student as part of our admissions review process.

You can submit your evaluation by following this link:

<https://grad.catalyst.uc.edu/refer/AutoPopulatedReferralNumber>

Thank you for your time,

The Graduate School  
University of Cincinnati  
PO Box 210627  
Cincinnati, OH 45221-0627  
513-556-4335”

**14.** Supply relevant test scores.

“The GRE, MCAT, or any other intellectual aptitude test is **optional** for application to the Cancer and Cell Biology Graduate Program. While the GRE General or Subject-specific tests are not required elements of the application, the inclusion of a good score may improve the application package of a candidate with deficiencies in other areas. No assumptions about the capabilities or background of an applicant will be made if test scores are omitted.

The *TOEFL, IELTS or Duolingo test is required for international applicants*, except those from countries where the official language is English or those who have completed or will complete a degree at a U.S. institution prior to matriculation.” (**exemptions listed here**)

**15.** Certify Application

**16.** Review for Errors/Finalize

**17.** Contact Pilar Ramos-Richey at [CCBProgramManager@uc.edu](mailto:CCBProgramManager@uc.edu) with questions or concerns about the application to the Cancer and Cell Biology Graduate Program. In your email, please include your full name and best phone number where we can reach you in case the type of assistance needed is best resolved over the phone.