SBES ADMISSIONS HANDBOOK
(Both Campuses)

All applications to the SBES program go through the Virginia Tech Graduate School regardless of the campus choice desired. It is strongly recommended that you apply online through the service offered by the VT Graduate School. Your application will be secure, it can be done in several sittings before being submitted, it arrives immediately, and processing will begin with receipt of the application fee. The Graduate School's [website](#) has detailed information on the application process including a video.

For students applying for the Virginia Tech UG/GR program, please contact the BME Graduate Coordinator!

Admittance Terms

Admission to the SBES graduate program is for the ***Fall Semester Only*** through the online application process at Virginia Tech (regardless of the "home campus" site chosen). We do not take applications for spring semesters. The deadline for application submission each year is **January 5** for admittance the following fall semester. All supporting material must be submitted by this deadline for full consideration.

Minimum Admission Requirements

- A GPA of 3.5 or above is preferred for students accepted into the program. A GPA of 3.0 is the Graduate School's minimum.
- A TOEFL minimum score of 600 (paper-based), 250 (computer based), and 100 (internet based) is required for international students. IELTS may be used in place of a TOEFL test and have a minimum score of Band 7.0 preferably.
- 3 Letters of Recommendation, previous research experience, and program needs are heavily weighed.
- A B.S degree in engineering from a recognized university.

* Dual Enrolled VT Students should contact the SBES Graduate Coordinator about applying to the program.

Non-Engineering Applicants

Consideration will be given to exceptional physical and life science students, particularly to those with a strong background in mathematics and some engineering basics. To be eligible for acceptance, students should meet the scores listed above along with having taken at least the following courses or equivalents:

Required: (with a grade of B or better)

- 3 semester of Calculus one of which should be multi-variable calculus
- 1 semester of Differential Equations
- 2 semesters of calculus-based Physics

Preferred:

- 1 or more engineering courses, as appropriate to area of interest
- Chemistry or Biology with lab
- Computer programming

Virginia Tech Accelerated BS/MS or BS/PhD Applicants

- A GPA of 3.3 + for BS/MS and a GPA of 3.5 + for BS/PhD applicants.
- 3 Letters of Recommendation, previous research experience, and program needs are heavily weighed.
- Virginia Tech students should apply their Junior year for the semester AFTER they plan to graduate.
- Senior year will be considered dual enrolled if accepted with the applicant year their 1st graduate year.
- Students may double count up to 4 grad level courses (12 credits) for the undergraduate and graduate degree.
- Deadline is June 1 instead of Jan. 5.
- PLEASE CONTACT GRADUATE COORDINATOR DURING APPLICATION PROCESS

Choosing a Research Concertation or Advisor

Research Concentration: On the "Supplemental" page of the application, you will be asked to specify research concentrations and faculty members with whom you would like to work with. You'll be able to rank, in order of preference your top three (3) research concentrations:

- Automotive Safety
- Biomaterials
- Biomechanics
- Biomedical Imaging
- Cardiovascular Engineering
- Nanomedicine & Nanobioengineering
- Neuroengineering
- Tissue Engineering
- Translational Cancer Research

<u>Advisors:</u>

- You may also choose up to three (3) faculty members from the SBES Primary/Affiliate list. We encourage you to explore each one in order to find those with research interests that appeal to you.

Choosing a "Home Campus"

- Please note the location of the faculty and/or areas of research you are interested in when deciding which campus to choose. This will help you with your decision regarding location.
- While it is important (and desirable) for you to decide on campus location from the beginning, keep in mind that it is always possible to make a campus change later on in your program, if you and your committee deem it advisable or necessary.

Note: At the beginning of the VT application you are asked to choose a campus. However, be aware that Wake Forest is not listed here as one of the choices. You will have to choose Blacksburg as a response to the item. But later in the departmental section of the application, you will have the opportunity to indicate your exact campus choice. Here you can choose Blacksburg, Winston-Salem, or 'Either'.

Uploading Transcripts

- You are required to upload a copy of your transcript from the Registrar's office of each institution from which you have earned or will earn an undergraduate or graduate degree.
- Non-legible scans will NOT be accepted and will result in processing delays.
- It is important that you scan both the front and back of your transcript as we will need to be able to review the information provided on the back of your transcript concerning credit hours, the institution's grading scale, etc.
- Your file must be in Adobe (.pdf) format.

If you are admitted:

You will be required to provide an official copy of your final transcript(s) upon the awarding of your degree and its' posting prior to your enrollment at Virginia Tech. These can be sent to grads@vt.edu or mailed to:

> Virginia Tech Graduate Admissions
> 120 Graduate Life Center at Donaldson
> Brown Mail Code 0325
> Blacksburg, Virginia 24061

Test Requirements:

Institution Code: 5859
Dept. Code: None required
Scores: = or < 5 yrs. old
No subject test required
All three general tests required (Verbal, Quantitative, Analytical Writing)
V+Q: 310 or higher preferred
AW: 4.0 or higher preferred

*All official GRE scores must be sent to the Virginia Tech graduate school regardless of which campus you are applying to. If you are applying to the Wake Forest campus, you must send official scores to the graduate school there as well.

Submitting the scores to the graduate school:

Official scores should be sent directly from Educational Testing Services to the VT Graduate School at institution code 5859. There is no department code. Note that they are NOT sent to the biomedical engineering department.

Sending Official TOEFL / IELTS Scores

International applicants whose native language is not English and have not graduated from an Anglophone university (English is the language of instruction) are required to submit TOEFL or IELTS test scores.

- International applicants who have a degree from an Anglophone university, may have TOEFL or IELTS test requirements waived. Waivers are given by the Graduate School - not the department.
- TOEFL and IELTS scores cannot be more than two years old from the date of application.
- Unofficial scores may be reported in the application but the graduate school must receive the official ones through the testing site.
- If you are not sure about your status, or if you have questions about this or any other immigration/international-related issue, please see the following web site for information: graduateschool.vt.edu.

TOEFL: (for internationals only)
Institution Code: 5859
Dept. Code: None
Required Scores: = or < 2 yrs. old
Minimum score required:
Paper-based: 600
Computer-based: 250
Internet-based: 100

IELTS: (for internationals only, can be used in lieu of TOEFL)
Institution Code: 5859
Dept. Code: None required Minimum
score required: Band 7.0

Submitting the scores to the graduate school:

The official scores should be sent directly from Educational Testing Services to the VT Graduate School at institution code 5859. There is no department code. Note that they are NOT sent to the biomedical engineering department.

Letters of Recommendation

- Three (3) letters of reference are required which can be done in the application system.
- If you or your recommenders have any problems with the system, please contact the Graduate School for help.
- Paper letters can be mailed to the SBES grad coordinator but are strongly discouraged. Should you send a paper letter, it must be accompanied by the VA Tech Reference Form (found on the grad school's website) as well as sealed and signed on the flap of the envelope.
- It is your responsibility to keep track of the progress of your letter submission to the graduate school through the application site. You can log into your application, and if necessary, send an additional reminder to the recommender to write your letter or add new recommenders.

Statement of Purpose and Resume

- A Resume is required to be uploaded into the application system.
- A Statement of Purpose (Goal Statement) must also be uploaded into the application system and consist of a one to two-page document stating your reasons for seeking graduate work at SBES, as well as an explanation of your research interests and your professional goals.
- The documents must be in Adobe (.pdf) format when uploaded into the application system.

Supplemental Material

The following items should **NOT** be submitted as part of the biomedical engineering application:

- Scans of diplomas, certificates of completion, awards, etc.
- Books, bound copies of publications
- Financial certification documentation (for international applicants only) – these go to the graduate school.
- Journal publications, posters, etc. may be included in this section but must be in Adobe pdf. format.

Special Requirements for Joint Degrees

Those wishing to apply for the joint M.D. / Ph.D. degree must apply through the Medical School at Wake Forest. Those wishing to pursue the combination D.V.M. / Ph.D. degree should apply directly to the VA-MD Regional College of Veterinary Medicine on the Blacksburg campus.

Application Fee Waivers

Information on available waivers can be found here:
https://beam.vt.edu/graduate/biomedical/admissions/fee-waivers.html

The Review Process

Once an application is submitted it is available to the department to review. The SBES admissions committee and faculty on both campuses will only review COMPLETE applications. The SBES faculty will assess which students they would like to send potential offers of admission to. If a faculty member is interested in offering you a funded graduate assistantship, you will receive a separate letter from the program about the funded offer.

The review process will be ongoing from January through May. Once a decision has been made by the graduate committee and/or interested faculty member, the Graduate Coordinator will be notified and asked to notify the applicant and the VT/WFU Graduate Schools for admissions recommendations.   You may get your official admissions offer from the VT Graduate School, the WFU Graduate School, or both depending on which campus is interested in you. Rejection letters, however will only come from the Virginia Tech Graduate School since that is where your application originated.

Please note that the graduate coordinator is NOT part of the admissions committee and does not make decisions on admissions or financial assistance. In order to comply with security regulations and protect your privacy, the program will NOT give out application status information by phone or email!

Please do NOT contact the Graduate Coordinator about application status.

You can go to the application website and obtain access to your record to check on the status of your application. These are updated within 24 hours of a decision.

The minimal requirements for a complete application consist of the following items:

• A completed on-line application
• Application Fee of $75.00
• Transcript(s) – submitted with the application
• Official TOEFL or IELTS scores (if required)
• Three (3) letters of recommendation