

Instructions for Applying to the Cancer and Cell Biology Graduate Program (PhD)

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 Start Term: **Summer 2027** (*Note: PhD students start in July*)
 - Click on Open Application
3. Supply your Personal Background and Contact Information
4. Select Graduate Program from dropdown

Q: How would you like to search for your program?

A: By College

Q: Select College

A: College of Medicine

Q: Select Program

A: Cancer & Cell Biology, Doctor of Philosophy

Q: Select Term

A: Summer 2027

5. Supply your Personal Background and Contact Information
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. Add information about research experiences that lasted 1 month or more.

14. 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 XYZ,

APPLICANT’S NAME has listed you as a reference for their graduate program application to University of Cincinnati. We would greatly appreciate your evaluation of the student as part of our admissions review process. We know how much time thoughtful letter writing takes and want to thank you for taking the time to write a letter on behalf of APPLICANT’S NAME.

If you are new to recommendation writing, here are some tips to help provide the best possible recommendation for the student:

- *Write the recommendation in letter format (letters are roughly one page or between 300-400 words)*
- *Introduce yourself and describe the context of how you know the applicant*
- *Highlight their top qualities, both academically and in terms of their general character*
- *Provide personalized examples of the student's successes*
- *Explain why you recommend and believe that the applicant would be a strong candidate for graduate study*

You can submit your recommendation by following this link: (active link provided in the communication).

Thank you very much for your attention to this matter. We look forward to receiving your recommendation for APPLICANT’S NAME.

Sincerely,

Graduate Admissions
University of Cincinnati
grad.admissions@ucmail.uc.edu

15. 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](#)). **All test scores received must be official, meaning they have been sent directly to UC from the testing company.** On the day of your test, provide Institution Code 1833 for your scores to be sent. If you took the test on a previous date, contact ETS directly to have your scores sent to UC’s Graduate School. The Graduate School downloads IELTS scores that have been transmitted to its e-download account. Contact your test center and request that your scores be sent to the following IELTS e-download account:

Graduate Admissions
University of Cincinnati
PO Box 210091
Cincinnati, OH 45221-0091

16. Certify Application

17. Review for Errors/Finalize

18. Contact Pilar Ramos-Richey at 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.

Additional information: <https://grad.uc.edu/admissions/faqs/process.html>

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