

Indiana University Graduate CAS

If you experience any difficulties with the application, please contact the Liaison Student Support (see below).

Liaison Student Contact Information:

Phone # (617) 729-2866

graduate.indiana@liaisoncas.com

Live Chat reps are available via the Help Center

Thank you for your interest in our graduate programs. Prior to submitting your application, please review your intended program plan to confirm you are submitting the correct application. You can also contact our graduate advisors for information about the program plan and the corresponding graduate application. Here is a listing of our graduate advisors: <https://education.indianapolis.iu.edu/academics/advising/index.html>

Please be advised: Once you submit your application fee you will not be able to make any further changes. Additionally, we are not able to provide a refund for graduate applications.

Step 1:

Student Login New application link: <https://graduate.indianapolis.iu.edu/admissions/apply.html>

Choose a semester from the drop down in "Select a Term to Apply for"

Select "Apply Now"

Select a semester that you wish to apply for, then click "Apply Now". You will be directed to the correct IU Graduate CAS cycle portal. If you have applied in a previous CAS cycle you can utilize the "[Reapplication](#)" feature to save time!

Select a Term to Apply for ▼

① Choose a semester

Apply Now

Step 2: Create a new account

 INDIANA UNIVERSITY

Welcome to Indiana University Graduate CAS

Thank you for your interest in pursuing graduate or professional studies at Indiana University, or affiliated Purdue University studies offered at IUPUI. We look forward to working with you to make your academic and professional aspirations possible. With these login credentials, you can apply to any graduate or professional program within our system.

As you prepare to apply, we encourage you to visit the website of your program of interest and review the requirements and deadlines. If you have previously applied to one of our campuses using this application system, use the same login and email address to avoid duplicate records. Creating multiple profiles can lead to delays in processing your application.

Sign in with your username and password below. First time here? Select Create an Account to get started.


 Username

 Password

Sign In

Create an Account

[Forgot your username or password?](#)

 INDIANA UNIVERSITY

Create an Account

The information below will be provided to the admissions offices at the programs to which you apply. Please provide complete and accurate information. Within the application you will be able to specify additional addresses and alternate name details.

* Indicates required field.

Your Name

Title

* First or Given Name

Middle Name

* Last or Family Name

Suffix

Display Name

Contact Information

* Email Address Home

* Confirm Email Address

* Preferred Phone Number (201) 555-5555 Mobile

Step 3: Add a Program

Select “Filters” and check the following:

- **School:** IUI School of Education
- **Campus:** IU Indianapolis
- **Start Term:** Select your intended term

The screenshot shows the 'Add Program' section of an application. On the left, there's a 'My Application' tab and an 'Add Program' button. Below it, a message states: 'You must select at least one program to begin your application. You can add additional programs at a later date. Use the field and filters below to search by program, degree, or plan of interest. Contact your program advisor for more information.' There are buttons for 'Find Program' and 'View Details'. A search bar is labeled 'Search for a Program or Organization'. Below this, it says 'Showing results for: Available Programs x IUI School of Education x' with a 'Reset Search' button. A table lists results for 'IU INDIANAPOLIS' with columns for 'Add', 'Program Name', 'Campus Name', 'Degree', and 'Start Term'. Three programs are listed, each with a '+' button in the 'Add' column. On the right, a 'Close' button and a 'Reset Search' button are at the top. A 'Filters' sidebar is open, showing 'Available Programs' (checked), 'Past Programs', and 'Future Programs'. Below are expandable sections for 'Campus', 'Start Year', 'Delivery', and 'School'. The 'School' section is expanded, showing a search bar 'Search School' and a list of schools with checkboxes. 'IUI School of Education' is checked. A 'Chat' button is at the bottom right of the filters.

Add	Program Name	Campus Name	Degree	Start Term
+	Academic Advising, Graduate ...	IU Indianapolis	Certificate	Summer
+	Academic Advising, Graduate ...	IU Indianapolis	Certificate	Fall
+	Counseling/Counselor Educat...	IU Indianapolis	Master's	Fall

Step 4: Search and select **Education Non-Degree Graduate** by clicking the (+) button on the far left side.

The (+) will turn to a green check mark when successfully selected.

Step 5: Select “Continue” at the bottom of the page to begin the application

✓	Education Non-Degree Gradu...	IU Indianapolis	Non-Degree
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Step 6: Begin your program application

Note: Quadrant 4 "Program Materials" is where you will upload your required application documents

The screenshot shows the 'My Application' dashboard. At the top, there are four tabs: 'My Application', 'Add Program', 'Submit Application', and 'Check Status'. The 'My Application' tab is active. Below the tabs, there's a section titled 'My Application' with a sub-header 'Getting Started? Speed up your application by entering your colleges attended first.' Below this, there are four quadrants, each with a circular progress indicator and the text '0/1 Sections Completed':

- Personal Information**: Represented by a person icon.
- Academic History**: Represented by a graduation cap icon.
- Supporting Information**: Represented by a folder icon.
- Program Materials**: Represented by a book icon.

On the left side of the dashboard, there's a 'Latest Notifications' section with a message: 'Welcome to the Indiana University Graduate CAS application (save this email)' and a 'View My Notifications' button.

Step 7: Program Materials

1. Select "Documents" tab
2. Submit your **personal goal statement** under the "Personal Statement" section.

Education Nondegree Graduate Applicants, please upload a statement of your academic goals.

***All documents should be written in English.**

The screenshot shows the 'Documents' tab in the application system. At the top, there are three tabs: 'Home', 'Questions', and 'Documents'. The 'Documents' tab is active. Below the tabs, there's a section titled 'Documents' with a sub-header 'Education Nondegree Graduate Applicants'. Below this, there's a section titled 'LMHC Applicants Only' with a sub-header 'Under the "Personal Statement" section please upload your personal statement.' Below this, there's a section titled 'Writing prompt:' with a paragraph of text. Below the text, there's a section titled 'UPLOAD TIPS' with four icons and their corresponding instructions:

- Review Uploaded Documents**: The uploading process may have shared your formatting. Please review before submitting.
- Accepted File Types**: doc, docx, pdf, rtf, txt, jpg, jpeg, png. The size limit for each file upload is 15MB.
- Do Not Password Protect Your Documents**: Protected documents will not be sent with your application.
- Conceal Your Social Security Number (SSN)**: Only use correction fluid or a redacting marker to conceal your SSN before uploading.

At the bottom right, there's a small note: '* Indicates required field'.

Required Documents

The screenshot shows the 'Required Documents' section. It has a sub-header 'Personal Statement' with a red asterisk indicating it's a required field. Below the header, there's a progress bar with a checkmark icon. Below the progress bar, there's a blue button with a plus icon and the text 'Add Document'.

Optional Documents

The screenshot shows the 'Optional Documents' section. It has a sub-header 'Other'. Below the header, there's a progress bar with a checkmark icon. Below the progress bar, there's a blue button with a plus icon and the text 'Add Document'.

Step 8: Questions

1. Education Non-Degree applicants have the option of applying to the LMHC program (if applicable). All Education Non-Degree applicants must submit the acknowledgment statement.

2. Answer the “Statement of Acknowledgment” question accordingly

I understand that the IU Indianapolis School of Education will not recommend me for the Licensed Mental Health Counselor (LMHC) license. I must meet all Behavioral Health and Human Services Licensing Board requirements to apply for the LMHC license.

I understand that the IU Indianapolis School of Education will not recommend me for the Licensed Mental Health Counselor (LMHC) license. I must meet all Behavioral Health and Human Services Licensing Board requirements to apply for the LMHC license. Please type in today's date acknowledging this statement.

MM/DD/YYYY

Step 9: Transcripts

Please note: Unofficial copies of your transcripts should be saved on your computer prior to completing this step for access to upload

1. Return to the “[Academic History](#)” quadrant
2. Select “Colleges Attended” then under the “My Attended Colleges” section select “Upload Transcript”
3. Under the “Select the file to Upload,” select “Choose File”
4. Please search through your files and click on your saved unofficial transcript to upload this document. Note: If you are uploading multiple transcripts and if the transcripts are saved on multiple files, you will need to complete step #9 for each of the transcripts.

Domestic & International Applicant Information

Domestic

If you are a U.S. Citizen, Permanent Resident, or refugee, and you completed your academic degree outside of the U.S., you must submit documentation of your academic history in U.S. equivalency (see below).

International

If you are not a U.S. Citizen, Permanent Resident, or refugee, you will be considered an international applicant. You must submit documentation of your academic history in U.S. equivalency (see below).

Academic History - U.S. Equivalency

If you received your degree outside of the U.S., your academic documents will need to be translated into U.S. equivalency. We can accept a **course-by-course ICAP** evaluation report from **World Education Services (WES)** <https://www.wes.org/evaluations-and-fees/education/graduate-admissions/> . The course-by-course ICAP evaluation report must include the transcripts you submitted for the evaluation.

The WES evaluation report should be sent to you and uploaded as a transcript in the Academic History section of the online application.

Fee Waiver/Coupon Code Request

If you have previously been admitted as an IU Indianapolis School of Education graduate student, you may be eligible for an application fee waiver. Applicants who are eligible for a fee waiver, will receive a coupon code. Please follow these steps to be reviewed for a coupon code:

1. Please send an email to soegrstu@iu.edu
2. In the email subject line type the following: Review for coupon code
3. In the email body include the following information: all full legal name(s), date of birth, university ID number (optional)

Note: Do not submit the application until your review is completed. You will be notified by email about your eligibility for a coupon code.

Coupon Code

* Have you previously been admitted as a graduate student in the IU Indianapolis School of Education?

☒

Yes

☐

No

Follow these steps to request a review for the fee waiver coupon code.

1. Please send an email to soegrstu@iu.edu
2. In the email subject line type the following: Review for coupon code
3. In the email body include the following information: all full legal name(s), date of birth, university ID number (optional)

Once your review is completed you will be notified by email about your eligibility for the fee waiver coupon code.

You will not be able to submit this application until the review is completed.

Submit Application/Payment Information

You will submit the application by clicking on the "Submit Application" tab (top of the screen).

You will submit the payment or coupon code on this page.

Note: ALL PAYMENTS ARE FINAL AND NON-REFUNDABLE!

My Application	Add Program	Submit Application ¹	Check Status				
<h3>Your Selected Program</h3> <table border="1"><thead><tr><th>PROGRAM NAME</th><th>DEADLINE</th></tr></thead><tbody><tr><td>IU Indianapolis</td><td></td></tr></tbody></table> <div><input checked="" type="checkbox"/> <input type="text"/></div> <div>Fee Total \$70.00</div> <div>Coupon Code <input type="text"/></div> <div>Apply</div> <div>Continue</div>				PROGRAM NAME	DEADLINE	IU Indianapolis	
PROGRAM NAME	DEADLINE						
IU Indianapolis							