

USC Annenberg

School for Communication
and Journalism

The post-Master's degree certificates are designed for professionals seeking to deepen their expertise in a field. When you enroll in these courses, you will gain access to the latest knowledge and practices while you build relationships within a vibrant community of graduate students representing the next generation of leaders, entrepreneurs, and administrators. Applicants must have an earned Master's degree in any field. Certificates may be earned in the following areas:

- Health Communication Management
- International & Intercultural Communication Management
- Marketing Communication Management
- Media & Entertainment Management
- New Communication Technologies
- Strategic Corporate & Organizational Communication Management

When is the application deadline?

For the spring term, beginning January 2017, the application deadline is **October 28, 2016**.

For the fall term, beginning August 2017, the application deadline is **January 1, 2017** for international applicants and **April 5, 2017** for U.S. citizens and permanent residents.

Admission decisions are released on a rolling basis.

What should I include in my résumé?

List all internships and paid employment. Describe the nature of work and dates of employment. Include academic and professional awards, honors, teaching experience, subject matter expertise, and language(s) proficiency other than English.

What is the personal statement, and what should I address?

This statement, which should convey your passion for the field, should be approximately 500 words, typed and double spaced. Care should be taken to submit a clear, concise, and well-written essay.

1. How will a certificate in Communication Management enhance your professional development?
2. Which area of focus in Communication Management (e.g., marketing communication, media & entertainment management, organizational and strategic corporate communication etc.) interests you more, and why?
3. How have your internships or professional work experiences influenced your decision to pursue a graduate certificate in Communication Management at USC Annenberg?
4. What will you contribute to the Master of Communication Management program?

Application Guidelines

Go to <https://usc.liasoncas.com> to apply.

The online USC Graduate Admission Application opens August 1, 2016.

Upload official transcripts from all colleges and universities attended (including USC) to the Academic History section of the application.

- Include the legend for domestic institutions and the grading scale for international institutions.
- International transcripts should include the original language and the English translation as one document.
- Do not upload transcripts from your student portal.

Upload the following documents before submitting your application:

- CV/ Résumé
- Personal Statement
- Writing Sample
- Copy of your official passport (International Applicants only)
- Proof of Financial Support (International Applicants Only)

Official Transcripts

After receiving your USC ID*, mail official transcripts (original language and English translation) from all colleges and universities attended and any study abroad programs to:

University of Southern California
Office of Graduate Admission
3601 South Flower St., Room 112
Los Angeles, CA 90089-0915

*USC Graduate Admission will send your USC ID via email 2-3 days after you submit your online graduate admission application.

All program materials must be submitted online with the application in English. Once the application has been submitted, you may not upload or change any program materials. Once submitted, all materials and documents become the property of USC and will not be returned.

What type of writing sample is required?

The writing may take various forms: a report for your organization, press releases for clients, news articles, a set of substantial memos to your superiors successfully arguing for a particular position, or an academic paper for a college or university course. The writing sample should not exceed 10 pages.

How many letters of recommendation are needed, and from whom?

Submit two letters of recommendation. One recommendation should be from an instructor, and the other should be from a professional reference (direct supervisor or manager, not peers or co-workers). Select your recommenders based less on their rank, but rather more on their ability to give in-depth insights about the quality of your work. If you are unable to obtain both an academic and a professional recommendation, two of the same type (i.e., two academic recommendations or two professional recommendations) are acceptable.

What test scores must I submit to apply?

Valid GRE scores are required from all applicants. GMAT scores will be accepted in lieu of GRE. When required, international applicants must submit valid TOEFL or IELTS scores.

What financial support is available?

For information about financing your USC graduate education, domestic applicants may visit USC Financial Aid at <http://www.usc.edu/admission/fa>.

International applicants will find critical information at <http://gradadm.usc.edu/international-students-financial-documentation>.

What are the opportunities to meet faculty, current students, and admissions officers?

Annenberg Admissions provides multiple opportunities to visit campus, participate in webinars or meet admissions officers in various cities around the US. Please visit our website to learn about available options: <http://annenberg.usc.edu/admissions/visit-us-graduate>.

Recommendations

Create online profiles in the Program Materials section of the application by providing names and email addresses of your recommenders. Your recommenders will be sent instructions on how to submit a recommendation. USC Annenberg only accepts online recommendations.

Testing Requirements

Valid test scores must be reported electronically from the testing agency to USC (code 4852 for GRE and TOEFL; 389-QS-87 for GMAT. For IELTS, select University of Southern California Graduate Programs).

- GRE and GMAT scores are valid if taken January 2012 or later for spring applicants. Fall applicants should have test scores taken in August 2012 or later
- International applicants must submit valid TOEFL or IELTS scores. Scores for spring applicants are valid if taken January 2015 or later. Fall applicants should have scores from August 2012 or later.
- International applicants who completed their *entire* undergraduate degree in the United States or another Anglophone country where English is both the language of instruction and the only official language of the country are exempt from submitting TOEFL or IELTS scores. Completing a graduate degree in an Anglophone county does not exempt you from submitting TOEFL or IELTS scores.
- Complete all admission testing as early as possible, and no later than one month prior to the application deadline.

Application Fee

Pay the **\$90** non-refundable application fee with a credit card or request an application fee waiver prior to submitting an application. Fee waiver requirements may be found at USC Graduate Admission website <http://gradadm.usc.edu/lightboxes/us-students-fee-waivers/>.