

## IAKM Application Checklist – Multiple Degree Option

---

To apply to the IAKM Master of Science degree, you will need to submit the following:

\_\_\_\_\_ **Request for Change of Graduate Program Form**

This form serves as application to the IAKM program and is available through the IAKM office. Complete the top portion and sign the form before submitting it to your current master's program office. With the form, you must include a written statement of permission for that office to forward a copy of your file on to the IAKM office for application to the MS degree.

\_\_\_\_\_ **Official GRE/TOEFL scores – if required**

Applicants with appropriate professional experience are not required to take the GRE. If you have any questions about how to prepare for the GRE, how to submit official GRE scores, or how to use your professional experience to exempt from the GRE, please contact Janna Korzenko, 330-672-5841.

The remaining items must be completed and mailed to:

**IAKM  
314 Library  
Kent State University  
P.O. Box 5190  
Kent, OH 44242-0001.**

\_\_\_\_\_ **Three letters of reference** (available at: <http://iakm.kent.edu/apply.html>)

You may elect to re-use your letters of recommendation from your admission to your current course of study. In order to do so, you will have to have your references send permission (e-mail is sufficient – to [jkorzenk@kent.edu](mailto:jkorzenk@kent.edu)) to re-use the letters for admission to IAKM.

\_\_\_\_\_ **Graduate Appointment Applications – if desired** (enclosed)

\_\_\_\_\_ **Computer literacy checklist** (available at: <http://iakm.kent.edu/apply.html>)

\_\_\_\_\_ **Statement of Purpose** (available at: <http://iakm.kent.edu/apply.html>)

\_\_\_\_\_ **Resume/Curriculum Vita**

Information Architecture and Knowledge  
Management  
314 Library  
P.O. Box 5190  
Kent, OH 44242-0001  
p: 330-672-5840  
f: 330-672-2118  
<http://iakm.kent.edu>

