

Applying for the LAS Graduate Certificate for **current graduate students**

1. To begin your application, you'll need to go to <http://www.research.uky.edu/gs/ProspectiveStudents/Admission.html>
2. Click on "Apply Online" to access the application
3. Click on the "Create Account" tab at the left of the log-in box.
4. You will need to create a new profile using **a different email address than the one used to apply to your graduate program when you were initially admitted to the University of Kentucky.**
5. Once you have made your **new profile with an alternate email address than the one you previously used**, you will select the "Start Application" button. This will lead you through the steps of applying for the certificate program. Please make sure to have an **unofficial copy of your UKY transcript** that you can upload to the application when you are asked for a transcript of your previous coursework.
6. Once you have **completed your application but before submitting**, please email Maureen Barker at Maureen.barker@uky.edu as she will waive the application fee.
7. Maureen Barker will send a confirmation email to you that your application fee has been waived, after which you will need to submit your application.

*****International students***** The completion of the certificate program must be accomplished by the "end date" on your I-20. Please contact the Graduate School for more information.