



Conrad N. Hilton College of
Global Hospitality Leadership

UNIVERSITY OF **HOUSTON**

PhD Admission Requirements

Admission to the PhD in Hospitality Administration program is based on previous academic records, GRE/GMAT scores, and hospitality-related professional experience.

STEPS TO APPLY FOR ADMISSION

1. Online Graduate Admission Application

An online application can be completed at <http://www.applyweb.com/uhouston>

2. \$50 Application Fee for Domestic Applicants

\$125 Application Fee for International Applicants

This fee will be collected when you submit your application online and is **payable to the University of Houston**. This fee is non-refundable and cannot be waived or transferred to a future semester application.

3. A complete Résumé or Curriculum Vitae (submit online)

4. Personal Statement

A three-page double-spaced essay with one-inch margins detailing career goals, research interests, and/or your justification for pursuing a PhD. Consider including Hilton College faculty that align with your interests.

5. Official College Transcripts (from all institutions attended)

Cumulative Grade Point Average (GPA) – minimum of 3.0 on a 4.0 cumulative average scale.

Official transcripts must list degree(s) earned and date(s) awarded or a degree certificate must be provided.

Note: International applicants must possess a US Bachelor of Science (BS) degree or the equivalent to a US four-year BS degree program. The university does not consider a three-year Bachelor in Hotel Management (BHM) or diploma programs as equivalent to a US four-year BS degree. An additional one or two years of postgraduate studies from accredited institutions may be considered for graduate admission with approval from the dean of the UH Graduate School. Applicants presenting a three-year diploma can apply for the Hotel and Restaurant Management BS program as transfer students. Upon completion of the BS program, applicants are then eligible to apply for the MS program.

Please have the school(s) you attended submit transcripts via:

In Person

University of Houston
Welcome Center
4400 University Dr
Houston, TX 77004

*Transcripts must
remained sealed until
delivery.*

Mail

University of Houston
Graduate Admissions
5000 Gulf Freeway
UH Technology Bridge
Building No. 3, Rm 170
Houston, TX 77204-2105

*Transcripts must
remained sealed until
delivery.*

Electronic or "Speede"

Within the U.S., the fastest way to send your transcript is electronically. Please inquire at your previous institution about this option. Electronic transcripts can be delivered via email to gradschool@uh.edu.

6. **Official GRE or GMAT Score** (institution code for GRE is **6870** and GMAT is **XT1-1C-69**)
GRE www.gre.org or GMAT <https://www.mba.com/exams/gmat> official scores should be sent to University of Houston. The Hilton College Graduate Program recommends that these exam(s) be successfully completed prior to submission of the graduate admission application. The admissions committee reviews the quantitative, verbal and analytical writing sections.
7. **Three Letters of Recommendation** (submit online)
Applicants will provide the email address of three recommenders when completing the online application. A mix of both employers and professors is preferred.
8. **Interviews**
Interviews are required and candidates chosen for interview by the committee will be contacted by the program.

ADDITIONAL REQUIRED DOCUMENTS FOR INTERNATIONAL APPLICANTS

9. **Degree Certificate or Diploma**
<https://uh.edu/graduate-school/international-students/transcripts/>
10. **Official TOEFL/IELTS Score or Duolingo** (English Language Proficiency Requirement)
Please refer to the UH Graduate School Website for specific information governing the ELP requirement.
<https://uh.edu/graduate-school/international-students/english-proficiency/>
11. **Letter of Financial Backing Form** (supported by a current bank)
<https://uh.edu/graduate-school/forms/letter-of-financial-backing-fy20.pdf>
12. **Copy of Passport**

DEADLINE

The fall application deadline is January 15. The PhD program does not offer spring admission.

The decision for admission is made based on the evaluation of a complete file submitted by the application deadline. The official decision will be posted to the applicant's applyweb application. Applicants will receive email notification that the decision letter is available through the application.

Questions? Email the Graduate Program Manager at HiltonGrads@uh.edu