

Frequently Asked Questions

PhD in Public Administration and Management, University of North Texas

Thank you for your interest in the doctoral program in Public Administration and Management at the University of North Texas. The answers below cover the questions we receive most often.

Quick links: [How to apply](#) | [International applicants](#) | [Our faculty](#) | [PhD Student Handbook](#)

APPLYING

1. How do I apply to the PhD program?

Apply online through the UNT Graduate CAS (Centralized Application Service). Step-by-step instructions are on UNT's [graduate Steps to Apply page](#). The program admits students for the fall semester only.

2. When should I apply?

- January 15: priority date for fall admission. Applicants may apply after this date, but doing so reduces access to financial assistance, and the entering cohort is limited.
- February 1: deadline for complete applications to be considered for the Newell Fellows Program.

3. How many students are admitted each year?

The program admits a small cohort each fall.

- Full-time students: typically, four to five students are admitted each year. Because space is limited, applicants are encouraged to apply by the January 15 priority date.
- Part-time students: applications are reviewed on a rolling basis, and an interview is required.

4. Where do I send official transcripts?

Mail official transcripts to:

UNT Office of Admissions
1155 Union Circle #311277
Denton, TX 76203-5017

5. Is there an application fee, and can it be waived?

The graduate application fee is **\$75** and is nonrefundable. The program cannot waive the fee because applications are processed through UNT's centralized application system.

6. Are applicants required to submit GRE scores?

No. GRE scores are optional for general admission, and applicants may submit them if they believe the scores strengthen their application. Applicants who self-report GRE scores must also submit the official score report.

An official GRE score is required for consideration for the Newell Fellows Program. UNT's GRE institution code is **6481**.

7. Do I need a graduate degree to apply for the PhD?

An MPA is not an absolute requirement. However, the program is designed for students who have completed an MPA or equivalent core MPA coursework.

- Unconditional admission: available to applicants with an MPA or equivalent preparation.
- Conditional admission: qualified applicants without a graduate degree or graduate-level preparation normally must complete leveling coursework before beginning the doctoral seminars.

8. Do I need to contact a professor before applying?

No. Contacting or obtaining approval from a professor is not an admission requirement. We do encourage you to review our [faculty profiles and research areas](#) to see whether the program is a good fit for your interests.

9. Who should I contact for help with the online application?

UNT uses a centralized admission process. For help with the Graduate CAS application, contact Graduate Admissions at gograd@unt.edu or 940-565-2681. For program-specific questions, email phd.padm@unt.edu.

INTERNATIONAL APPLICANTS

10. Are there additional requirements for international applicants?

Yes. In addition to the general application items, international applicants must meet UNT's [English Language Proficiency requirements](#) and submit financial documentation. See UNT's [International Steps to Apply page](#) for full details and dates.

FUNDING

11. Is funding guaranteed for the duration of the program?

No. Funding is limited and competitive. The program offers a limited number of teaching assistantships, teaching fellowships, research assistantships, scholarships, and Newell Fellows Program awards.

Major funding for the program is provided by the Graduate School and allocated by the College, and students must meet all requirements of these program partners to qualify. Funding is contingent on availability and requires that students successfully meet all obligations of the university and the program, as well as any stipulations of the Newell Fellows Program.

12. What is the Newell Fellows Program?

The program awards a small number of Newell Fellowships each year to well-qualified applicants. To be considered, submit a complete application, including official GRE scores, by February 1.

PROGRAM STRUCTURE

13. What is the difference between full-time and part-time enrollment?

Both options require the same doctoral coursework, examinations, research requirements, and dissertation.

- Full-time students follow the program's structured sequence: coursework during the first two years, qualifying examinations and the dissertation prospectus during the third year, and the dissertation during the fourth year. Full-time students may apply for program funding.
- Part-time students develop an individualized degree plan and completion timeline with the PhD program coordinator. They must declare a research specialization during their first year and follow the approved plan. Part-time students are not eligible for any type of funding.

14. Are classes available online?

The doctoral program is an in-person, on-campus program, not an online doctorate.

15. Is the program broadly focused, or does it concentrate on particular policy areas?

The program provides a broad foundation in public administration theory, management, research methods, and institutional analysis. Students then select one of four specializations:

- Local Government Management
- Financial Management
- Nonprofit Management
- Urban Management

16. How long does it take to complete the degree?

- Full-time students: about four years for students entering with an MPA, and about five years for conditionally admitted students who need leveling coursework.
- Part-time students: time to degree varies with each student's individualized degree plan.

For all students, doctoral coursework must generally be completed within eight years from the date the first doctoral credit was earned.

17. Can admitted students defer their enrollment?

Yes, with program approval. UNT allows admitted students to defer admission for up to **one year** from the original admission term at no charge. Students should not submit a new application. Because the program admits students for the fall only, a deferral normally moves the start date to the following fall. Please note:

- Funding support cannot be deferred.
- Applicants are not eligible for deferral if they have attended another institution after their original admission.
- To request approval, email phd.padm@unt.edu.