

# English Department Supplemental Application

Submit this application with the regular application for graduate admission to the Office of Graduate Admission.

*Please type or print in ink*

Legal Name \_\_\_\_\_  
Last First Middle (Complete)

Address \_\_\_\_\_  
Street City State/Country ZIP

Current Phone \_\_\_\_\_ Email \_\_\_\_\_

## Please check the degree for which you are applying:

- M.A. in English Literature
- M.F.A. in Creative Writing/Creative Non-Fiction
- M.F.A. in Creative Writing/Fiction
- M.F.A. in Creative Writing/Poetry
- M.F.A. in Book Art & Creative Writing/  
(select a genre)
  - Creative Non-Fiction
  - Fiction
  - Poetry

## LETTERS OF RECOMMENDATION REQUIREMENTS

- The English Department requires **two academic** letters of recommendation.

## MILLS COLLEGE SPECIAL GRADUATE ADMISSION REQUIREMENTS FOR MA IN ENGLISH LITERATURE

- Submit a 15-20 page sample essay. (Please ensure your full name is on each page of supporting documents.)

## MILLS COLLEGE SPECIAL GRADUATE ADMISSION REQUIREMENTS FOR MFA PROGRAMS

- Creative Non-Fiction applicants: submit a 15-20 page writing sample; may be a short story or excerpt from longer novel or memoir.
- Fiction applicants: submit a 15-20 page writing sample; may be a short story or excerpt from longer novel or memoir.
- Poetry applicants: submit 15-20 pages of poetry.
- Book Art and Creative Writing applicants: submit a creative writing sample for the appropriate genre above.

## MILLS COLLEGE SPECIAL GRADUATE ADMISSION REQUIREMENTS FOR MFA IN BOOK ART & CREATIVE WRITING (PORTFOLIO)

All applicants to the MFA in Book Art & Creative Writing Program are expected to submit, in addition to the written portfolio, a visual portfolio of at least 15 but no more than 25 images on our online portal (<http://mills.slideroom.com/>). We are particularly interested in portfolio materials that demonstrate your skills in conceptualizing the space of the book, but portfolios can include any visual media. Original work may also be submitted; please see the guidelines on the next page. All portfolio materials must be submitted by the December 15 application deadline. **For more information and to create your digital portfolio, go to our online portal, here: <http://mills.slideroom.com/>.**

## PORTFOLIO, continued

### Original Work Guidelines:

Original books and other artwork may be submitted directly to the Office of Graduate Admissions by mail, UPS, Fedex, or in person. These materials must be postmarked or delivered by the December 15 deadline. While we will make every effort to protect all submissions, Mills College cannot accept responsibility for loss or damage to any original materials submitted. They will be accepted and returned only under the following conditions:

- All original work must be packaged in envelopes or protective containers that are labeled with the artist's name, address and phone number. Work that is considered too fragile or insufficiently packaged will not be accepted.
- Original work should be accompanied by a **printed list** that includes the artist's name, the title of the piece, the medium (book, photo, watercolor, etc.), production method (letterpress, digital, etc.), dimensions for each work and date of completion. The list should clearly correspond with items of submission (numbering systems work well):
  - ItemNumber. Firstname Lastname, *Title*. Medium, production method; size/dimensions, date of completion.  
**Example:** 7. Jill Smith, *Monoset*. Book, letterpress; 6.5 x 12.5 in., September 2009.
- Original work will be returned in the original packaging only if self-addressed packaging and appropriate postage in stamps are included in the packaging. Please note that any work that is insufficiently packaged or does not contain return postage stamps becomes the property of the college, which may retain or dispose of it as it sees fit.

## FINANCIAL AID

**Scholarships:** All first year students will be considered for need-based English Department scholarships. Need is determined by information gathered from the FAFSA (Free Application for Federal Student Aid, which is also used to determine federal loans). The priority deadline to file a FAFSA for Mills scholarships is February 1. For more information: [www.fafsa.ed.gov](http://www.fafsa.ed.gov)

If, after filing the FAFSA, you feel that more information is needed to accurately represent your financial situation, you may write a letter to the Graduate Financial Aid office ([grad-finaid@mills.edu](mailto:grad-finaid@mills.edu)).

**Graduate Assistantships:** all applicants are encouraged to apply for assistantships offered in a variety of areas and programs. You must submit a separate application for each type of assistantship you wish to apply for. If applying for assistantships, you must submit your program application by the priority deadline of December 15.

**For more information and to apply for graduate assistantships, go to our online portal here:** <http://mills.slideroom.com/>.

*Return to: Office of Graduate Admission, Mills College, 5000 MacArthur Blvd., Oakland, CA 94613*