Applying to Graduate School

Creating Your Account

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Introduction

Congratulations on applying to the UA Little Rock Graduate School. We are so excited to welcome you to the Trojan family.

In this document, you will find the steps necessary to successfully complete your Graduate School application. You will also discover key information regarding the application process and where to send documents that may be required by your program.

If at any time you have issues or questions about your application, please contact the Graduate School for assistance.

Our contact information:
- Email: gradschool@ualr.edu
- Phone: 501-916-3206
- Fax: 501-916-3039
Creating Your Account

**Step 1:** Visit [https://ualr.edu/gradschool/graduate-application/](https://ualr.edu/gradschool/graduate-application/). Read over this page carefully.

**Step 2:** Click the *Apply Now* button at the bottom or the *Apply for Admission* button on the right-hand the webpage.

*Figure of the UA Little Rock Graduate School with arrows pointing to Apply Now and Apply for Admission.*
After clicking the *Apply Now* or *Apply for Admission* button, an account *Log In* portal will appear.

*Figure of the UA Little Rock Graduate School account Log In portal.*
Step 3: Click *Create Account* to get started.

![Log In portal](image)

*Figure of the UA Little Rock Graduate School account Log In portal with an arrow point towards Create Account.*

**NOTE:** If you are a returning user, please do **not** create a new account. Enter your *Email* and *Password* in the blank fields to log back into your account.
**Step 4: Provide your information**

After you click *Create Account*, enter your information in the blank fields under *Contact Information*, *Security Question*, *Academic Interest*, and *Account Information*.

*Figure of the blank fields under Create Account with arrows pointing towards Contact Information, Security Question, Academic Interest, and Account Information.*
NOTE: All blank fields marked with a red asterisk (*) are required. You must supply this information to successfully create your account.

Step 5: Click the Create Account button on the bottom of the Create Account page.
NOTE: Be sure to make a note of or save your password information for quick reference in the future. If you forget your password, you can always reset it.

Resetting Your Password
If you cannot remember your password, you can easily reset it.

Step 1: Visit https://ualr.elluciancrmrecruit.com/Apply/Account/Login?ReturnUrl=%2fApply. You will be greeted with the Log In portal.
Step 2: Click *Forgot your password?* Enter your email address associated with your account in the *Email Address* field.

![Forgot Password page](image)

*Figure of the Forgot Password page.*

Step 3: Click *Send Email* to reset your password. Click *Back* to return to the *Log In* portal.

Locked Account

If you try to enter your email address and password too many times incorrectly, your account will be locked.

To unlock your account, contact the Graduate School. The Graduate School is open **Monday through Friday from 8:00 A.M. - 5:00 P.M.**

Staff member contact information:

Paula Baker - Director of Graduate Admissions
- Email: pebaker@ualr.edu
- Phone: 501-916-6213

Lucas Crosland - IT Specialist
- Email: lscrosland@ualr.edu
● Phone: 501-916-6217

Account Email Confirmation

After your account is created, you will receive an email from the Graduate School Admissions Office; gradschool@ualr.edu.

Figure of the email you will receive from the Graduate School after you have created your account.

After your account has been set up, you will be ready to begin your application.

NOTE: You can stop, save, and return to your application at any time.

If for any reason you start an application but do not submit it, you will receive an email from the UA Little Rock Graduate School Admissions office; gradschool@ualr.edu.
Join us at UA Little Rock, TEST-Nicole!

We noticed that you have started an application but have not yet submitted it. Now is the time to consider an advanced degree from the University of Arkansas at Little Rock Graduate School! Our university is where you will gain the skills and knowledge needed to stand out in a competitive market. Go online and fill out our quick and easy application and receive a fast decision!

**Apply Today for Grad School!**

Our graduate programs are flexible and affordable, whether you are pursuing a graduate certificate, master's degree, or a doctorate. Choose your path, whether part-time or full-time. For a limited time, we are offering a code to waive the application fee.

Enter code GRFREE4 at checkout to waive the $40 fee!

**Apply Before the Fall Deadline**

Final Deadline: August 17
Classes Start: August 24

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**Application Process**

Want more information?

[REQUEST INFO]

Ready to apply for admission?

[APPLY NOW]

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University of Arkansas at Little Rock
Graduate Admissions
Chapman Hall Library, Suite 301
2801 South University Avenue
Little Rock, AR 72204-1099

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Figure of the email you will receive from the Graduate School if you start but do not submit your application.