



**Master of
Engineering
in
Professional
Practice**

Application Checklist

The MEPP Admissions Committee admits new students once per year for studies beginning in June. Applicants may submit application materials starting October 1. Applications are considered in the order received.

The deadline for applications is March 31, or when the incoming cohort is full, whichever occurs first. The cohort has filled each year since the program was established in 1999, so it is in your best interest to submit materials well in advance of the application deadline.

If you need help at any point in the application process, contact the Chair of the MEPP Admissions Committee via email at meppapply@epd.engr.wisc.edu or call 608-262-0133.

Step 1: Inform Us of Your Intent to Apply

When you are ready to apply to the MEPP program, your first step is to email the Chair of the MEPP Admissions Committee at meppapply@epd.engr.wisc.edu.

In your email, state your intent to apply for admission and include your updated resume or CV, ensuring that it contains:

- Educational history (including GPA, awards and honors received)
- Professional work experience (including specific details on your engineering experience, technical training, and responsibilities)
- Listing of professional associations/memberships, advanced training (such as a PE license) and other noteworthy, engineering-related details

Step 2: Submit Your Formal Application and Transcripts

Complete the University of Wisconsin-Madison online application at <https://www.gradsch.wisc.edu/eapp/eapp.pl>

In the application, be sure to include:

- Your “Reasons for Graduate Study” essay
- Contact information for at least three professional recommendations, including at least one from a direct supervisor
- **Important:** Complete the application by submitting the application fee. **Applications submitted without paying the fee cannot be reviewed and will not be acted on.**



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The Chair of the MEPP Admissions Committee will assist you in making your application as strong as possible based on your professional experience and certification. Contact the Chair of the MEPP Admissions Committee via email at meppapply@epd.engr.wisc.edu or call the direct line at 608-262-0133.

At the same time, arrange to have 2 copies of your formal transcripts from each of your previous educational institutions sent directly to the MEPP Admissions Office at:

**MEPP Admissions Committee
Attn: Gary Henderson
610 Langdon, Room 314
Madison, WI 53706**

Step 3: Complete a Phone Interview

Once your application materials have been received, the Chair of the MEPP Admissions Committee will schedule a phone interview with you. When completed, your application will be presented to the MEPP Admissions Committee for evaluation.

Step 4: The Admissions Decision

Admissions decisions are made at least once per month during the admissions cycle. The committee will make one of the following decisions:

- Recommend admission immediately
- Defer consideration until the end of the admissions cycle (March 31)
- Request additional information before evaluating further
- Decline further consideration of your application