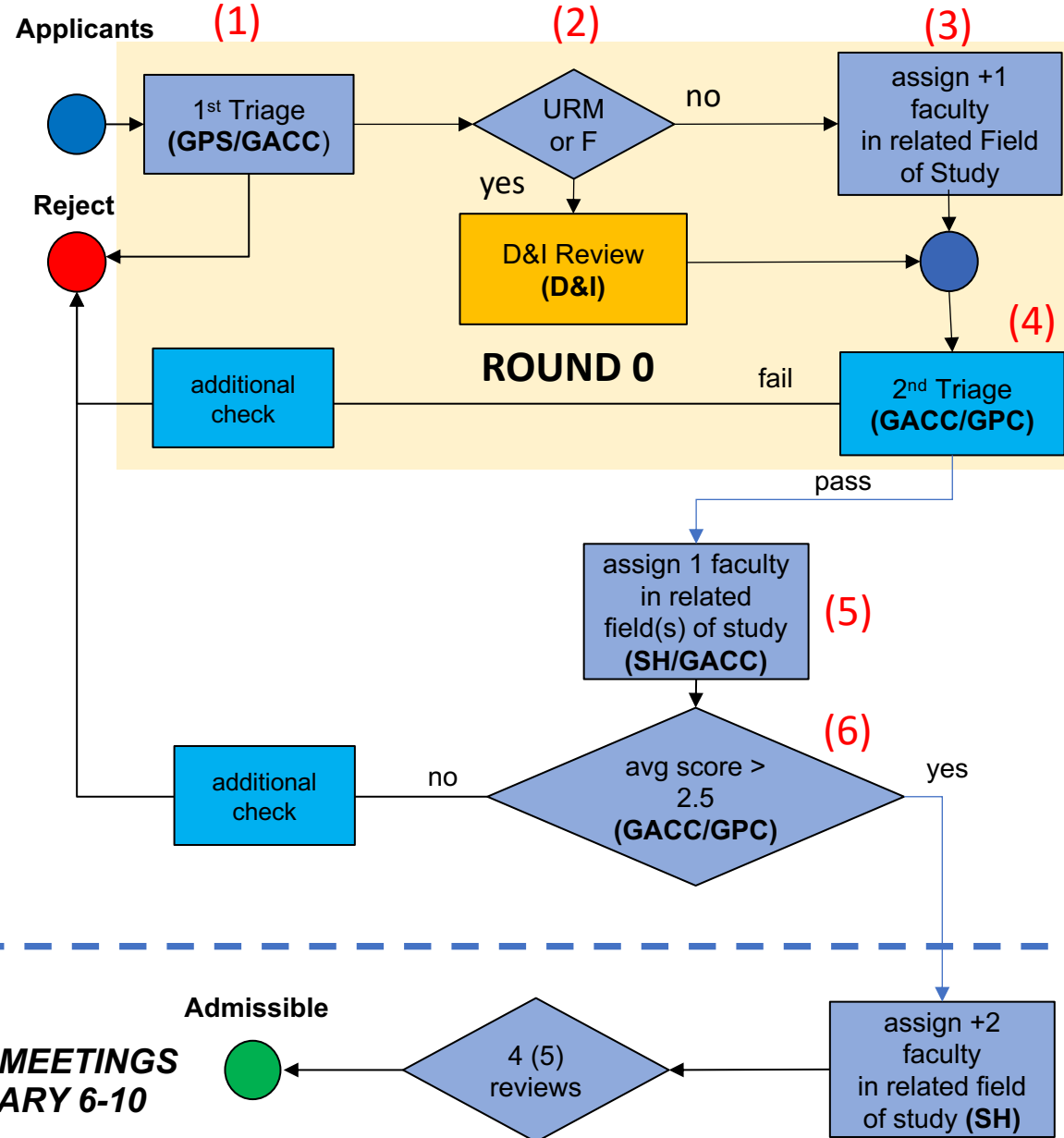# ADMISSION PROCESS: Round 0
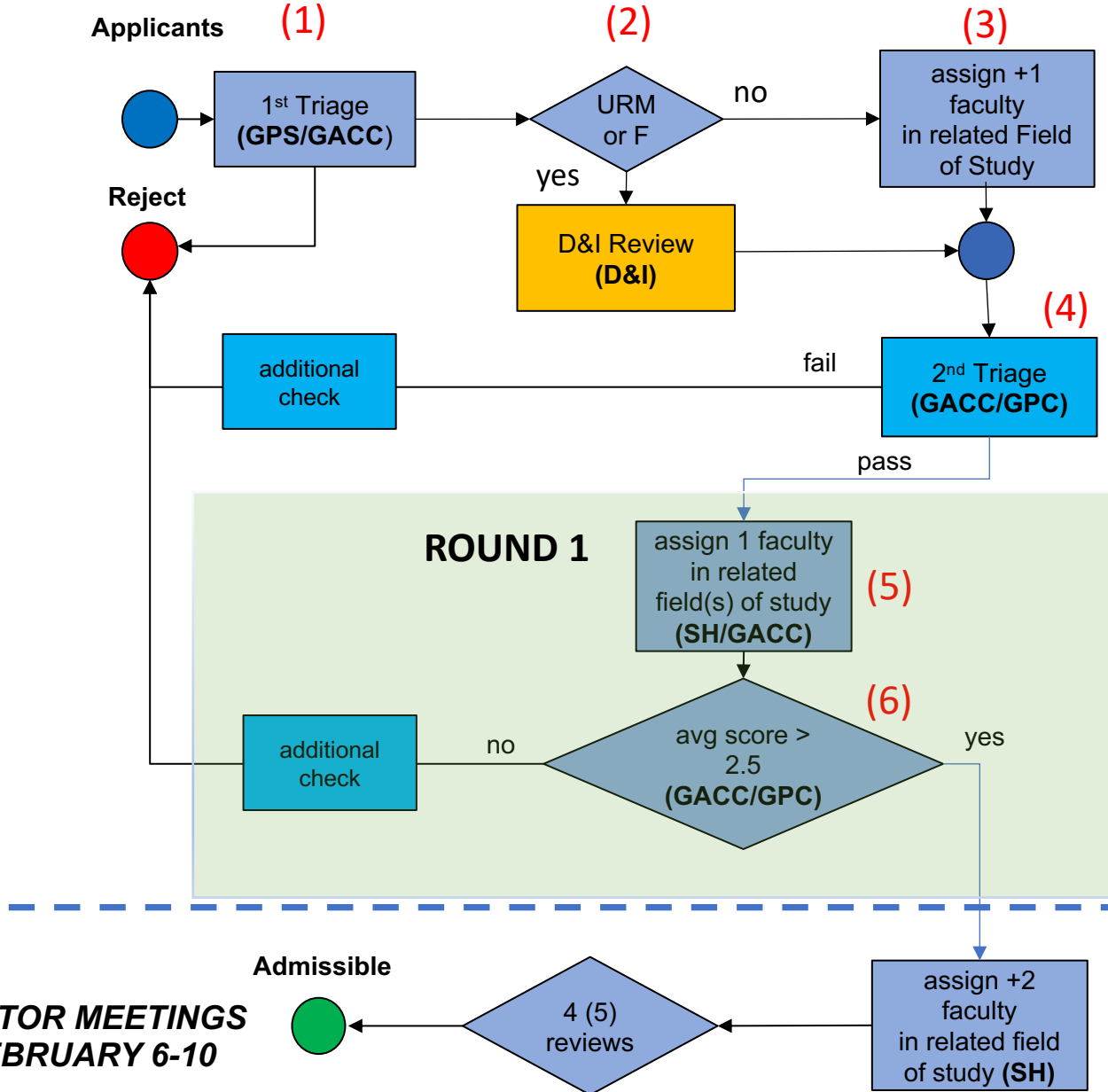

1. (GPS/GACC): select completed applications that are ready for review (e.g. letters, transcripts etc.).
   - Assign primary sector (add tag **A/C/S**)
   - Add **Round 0** tag

2. (GPS/GACC): if URM/F (possibly FG/LI) assign D&I primary sector reviewer – review focus is diversity and inclusion

3. (GPS/GAAC): assign faculty round 0 reviewer based on field of interest

4. (GAAC/GPC): Triage. Guideline:
   - score <=2 reject and write short review (add **Probable Reject** tag)
   - Score >2 pass (replace Round 0 by **Round 1** tag)

GAC

ROUND 0 completed by Jan. 3
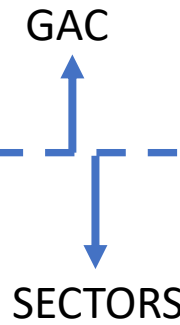
SECTORS

GPS: Graduate Program Staff (Crisley, Shuster))
GACC: GAC Chair (Peraire)
GPC: GC Chair (How)
SH: Sector Heads (deWeck, Darmofal, Spakovszky)

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ADMISSION PROCESS: Round 1

5. (SH/GACC): assign 1 round 1 reviewer within sector or outside based on the field of interest. If necessary, add a secondary sector (i.e. add tag **A/C/S**)

6. (GPS/GACC): monitor scores and if low scores appear evaluate viability:
   - if not viable add a **Probable Reject** tag and de-assign non-completed reviews)
   - If viable, add an **Admissible** tag

7. (SH) seek additional reviews in preparation for sector meetings – folders become available for all faculty to enter reviews (not part of round 1)
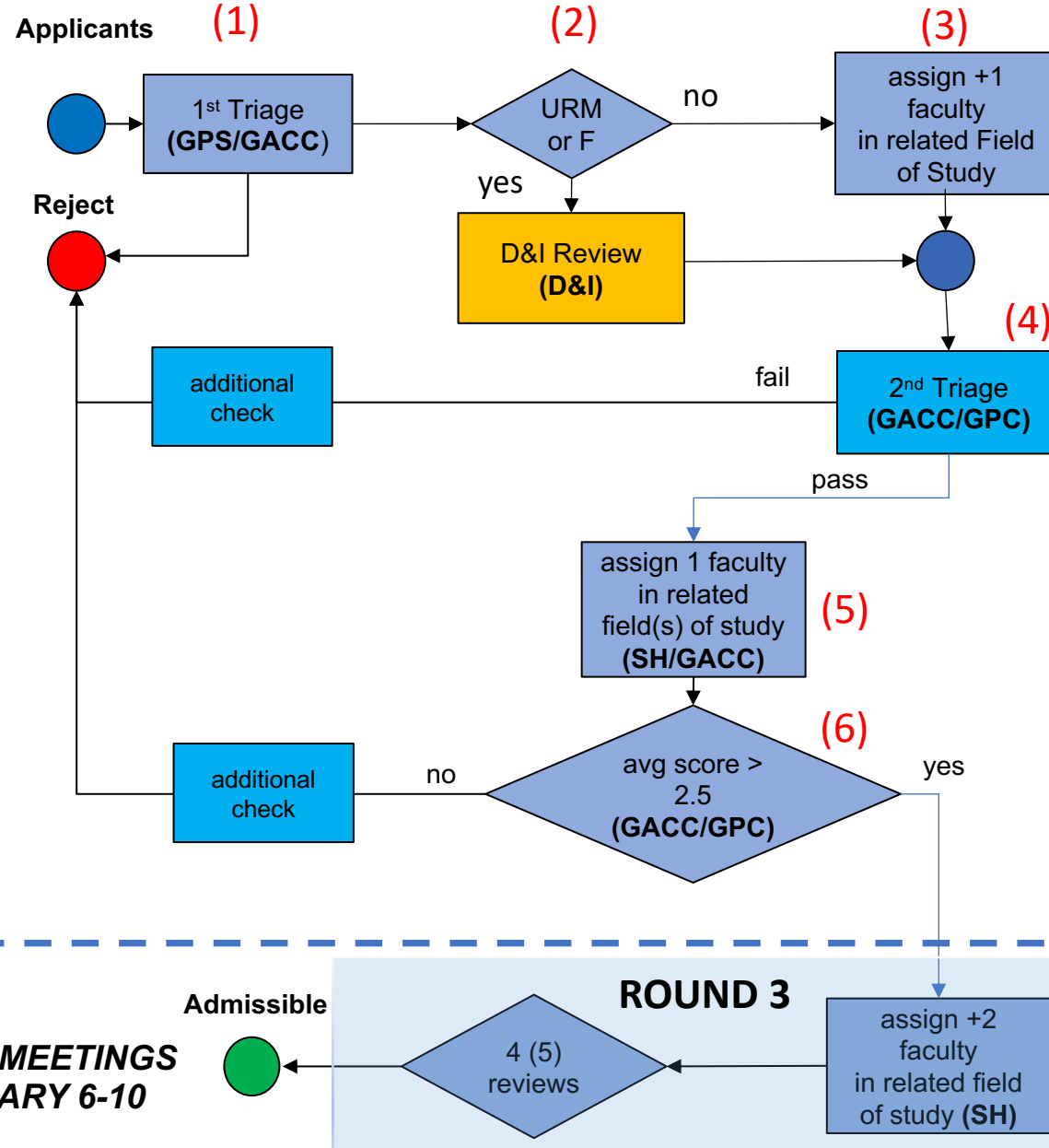
ROUND 1 completed by Jan. 13

GPS: Graduate Program Staff (Crisley, Shuster))
GACC: GAC Chair (Peraire)
GPC: GC Chair (How)
SH: Sector Heads (deWeck, Darmofal, Spakovszky)

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ADMISSION PROCESS: Round 3

Applicants — **(1)** 1st Triage **(GPS/GACC)**

Reject

(2) URM or F — no / yes

D&I Review **(D&I)**

(3) assign +1 faculty in related Field of Study

(4) 2nd Triage **(GACC/GPC)** — fail / pass

additional check

(5) assign 1 faculty in related field(s) of study **(SH/GACC)**

(6) avg score > 2.5 **(GACC/GPC)** — no / yes

additional check

7. (SH) seek additional reviews from faculty at-large in preparation for sector meetings – folders become available for all faculty to enter reviews

ROUND 3 completed by end of Jan.

GAC

SECTORS

ROUND 3

Admissible

SECTOR MEETINGS FEBRUARY 6-10

4 (5) reviews

(7) assign +2 faculty in related field of study **(SH)**

GPS: Graduate Program Staff (Crisley, Shuster))
GACC: GAC Chair (Peraire)
GPC: GC Chair (How)
SH: Sector Heads (deWeck, Darmofal, Spakovszky)

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