

xxxxxxx x, 20xx

Dear xxxxx xxxxxxx,

The Program Admission committee for the M.S. Natural Sciences program at Northeastern State University has reviewed your application. **I am pleased to report that the committee has accepted your application to the program.**

I am including three forms for you to review. Please sign and return these documents.

* **Committee Selection.** This form indicates the membership of your graduate committee. This form is not due until the end of your first semester.
* **Statement of Understanding.** This document notifies you of policies pertaining to your chosen degree. Be aware that the NSU Graduate Catalog includes a full description of the policies for this program. Please sign this document and send a copy to the Program chair.
* **Degree Plan.** This document describes coursework needed to complete the degree. You can and should monitor your progress online through Degree Works. Please fill out this form, sign it, and return to the Program Chair.

I will serve as your liaison to the NSU Graduate College and your initial advisor. During the first semester, you will need to identify a faculty member to serve as your research mentor along with two additional faculty members. These three individuals will form your Graduate Advisory Committee. Your research mentor will chair this committee. The Graduate Advisory Committee is responsible for providing you academic and research guidance through the program. The committee reviews your written research thesis and evaluates your oral thesis defense.

The Department of Natural Sciences can provide some support for students through graduate assistantships and graduate student workers in the department. If this is something you wish to pursue, please complete the application for a Graduate Assistantship found on the NSU Graduate College website.

Congratulations on this accomplishment!

Sincerely,

Sean Kim, Ph.D.

Professor of Chemistry  
Program Chair, M.S. Natural Sciences   
Department of Natural Sciences  
Northeastern State University