

# General Application Requirements

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All applicants to graduate study must submit an online application and official transcripts from all previously attended institutions of higher education. Please visit [saintpeters.edu/graduate-admission](http://saintpeters.edu/graduate-admission) to view each graduate program's specific application requirements. These requirements may include letters of recommendation, personal statements, standardized test scores, for example. It is the applicant's responsibility to submit all required documents in a timely manner and ensure that all materials are received by the Office of Graduate Admission. All documents provided are the property of Saint Peter's University and will not be returned to the applicant. Please retain copies before submission. Applications for non-enrolling students are retained by the Office of Graduate Admission for one year. Supporting application materials may be waived at the discretion of the following staff: Executive Director for Graduate Admission, Assistant Vice President for Enrollment and/or the Vice President for Enrollment Management, as well as the Program director. Applicants will be required to submit official transcripts prior to matriculation; failure to supply official transcripts will result in an academic hold impacting future term enrollment.

## How to Apply:

Please complete the Online Graduate Admissions Application at [www.saintpeters.edu/apply](http://www.saintpeters.edu/apply).

## Admission of International Students (Graduate)

### Application Process

The Admission Committee will review and compile completed applications thoroughly and will consider academic achievement, difficulty of curriculum, standardized test scores (if applicable), personal statement/essay, letters of recommendation, and extracurricular or work involvements. Graduate applicants must show evidence of achieving the equivalent of a bachelor's degree in the United States. Final admission decisions will be rendered by the program director of a student's intended degree of study.

### Application Type:

- International applicants are defined as an individual who does not hold U.S. Citizenship nor permanent resident status.

International Applicants must submit material in addition to what is required above:

- Students must submit official transcripts in their original language with English language translation/evaluation (if applicable). Students applying to Nursing and Education must use a NACES approved agency such as World Education Service (WES) evaluation services. This may be waived under the direction of the Office of Graduate Admission.
- Official copy of TOEFL, IELTS or Pearson PTE if English is not the student's native language; students may also provide evidence of English proficiency from one of our approved language partners. If an applicant has completed at least one year at a higher education institution within a recognized English speaking country they may request the English language proficiency exam requirement be waived. This is at the discretion of the Office of Graduate Admissions.
- All applicants seeking an F-1 student visa or on a valid international visa are required to submit a Saint Peter's University Statement of Financial Support with proof of funding. Contact the Center for Global Learning for more information at [iss@saintpeters.edu](mailto:iss@saintpeters.edu).
- Copy of main passport page.

### Additional Information about evaluating International Applications:

#### Evidence of Educational Experience

To evaluate educational background fairly and accurately, the University needs specific information about a prospective student's schooling and examination/test results. All official documents must be submitted directly from the appropriate issuing institution(s) to Saint Peter's. These documents must list courses taken with credits, points, or hours per course and grades awarded, and must specify any educational degrees, certificates, or titles awarded. These documents must bear the original seal or stamp and the signature of an official of the issuing institution followed by a certified English translation (if applicable). Applicants can utilize their local EducationUSA office for

assistance in verifying documents. Any documents received from an EducationUSA officer or directly from the issuing educational institution office are deemed as original documents.

Examination results and score reports must be sent directly from the testing/examination authority to Saint Peter's. Examples of such examinations are the TOEFL, IELTS, GRE, GMAT or completion of an approved language level at one of the University's ESL partner institutions. Please visit [www.saintpeters.edu/international](http://www.saintpeters.edu/international) (<http://www.saintpeters.edu/international/>) for minimum testing requirements. Certified copies may be accepted while we wait for originals.

Saint Peter's University reserves the right to verify all submitted documents with the issuing institution. Applicants may be asked to provide further proof of their educational history.

### **Personal Statement/Essay**

Applicants are asked to write a personal statement, as part of the application process, of at least one page (500 words). The questions can be found within the online graduate application.

### **Letters of Recommendation**

Letters of recommendation should be sent by individuals acquainted with the applicant's academic and/or professional experience and his/her potential to successfully complete a graduate degree. The form with instructions can be found in the online application.

### **Notification of Admission Status**

Applications are reviewed once all supporting documentation is received. If any portion of an application is incomplete or deemed to need further review, the University will notify the applicant via email. When the application is marked complete, it is then reviewed for an admission decision by the respective program director. Once a decision has been rendered, the applicant will be notified via email from the Office of Graduate Admission. They can log into their online application portal at [admissions.saintpeters.edu/status](http://admissions.saintpeters.edu/status) to review the decision. The Office of Graduate Admission is the only office authorized to notify applicants of their acceptance to Saint Peter's. Admission decisions on a completed application will receive a decision within three weeks. A completed application is defined as the Office of Graduate Admission receiving ALL necessary documents and no further review is needed.

### **International Student Application Deadlines**

It is recommended that applicants submit a completed application at least three months before the semester in which they wish to enroll. For application and deposit deadlines visit: <https://www.saintpeters.edu/international/international-applicants/>.

The University may consider completed applications received after the specified deadlines.

## **Center for Global Learning - F-1 Status (Student Visa)**

International students are permitted to study in the United States if they meet U.S. Immigration and Naturalization Service requirements. An F-1 visa to enter the U.S. is issued only to students who: a.) present evidence of regular admission to a full-time course of study in the U.S.; b.) have financial support for the entire period of study in the U.S.; and c.) intend to return to their home country once studies are completed.

The U.S. embassy or consulate in a student's area will be able to provide the specific requirements for applying for an F-1 visa from the home country. To be eligible for an F-1 visa, students must present a Certificate of Eligibility (Form I-20 A-B) issued by the U.S. institution at which they plan to study. Saint Peter's can issue Form I-20 only to those students who meet all admission requirements as specified in this application packet. Students currently on F-1 visas can be issued an Intent to Transfer form.

### **Documentation for Travel from *Outside* the U.S.**

Students who have completed the Enrollment Confirmation process will receive an email with instructions on the I-20 application process from the Center for Global Learning. Students will present this form, along with supporting documentation, to the U.S. embassy or consulate in their area. Students must have a valid passport issued by their home country for the visa application process and pay any necessary processing fees. Collecting documentation and scheduling appointments to complete the visa application process may cause unexpected delays. Therefore, it is

recommended that students complete and submit the application packet to Saint Peter's at least three months prior to the semester in which they plan to begin studies. Early submission should allow ample time to receive the Form I-20, meet with U.S. consular officers, and make travel arrangements.

**Documentation for Travel from *Inside* the U.S.**

Upon a student's acceptance, they will be mailed a Transfer Authorization Form (to be completed by the designated official at the student's current institution) to verify the F-1 status. Students who will come to Saint Peter's from within the United States will be issued a Form I-20 after the transfer process has been completed. If students plan to return to their home country, or travel outside the U.S. before coming to Saint Peter's, the student must notify the Saint Peter's University international student advisor of their intentions at least three weeks prior to departure from the U.S. so appropriate arrangements can be made and documentation can be prepared for the student to reenter the U.S. Applicants in any status other than F-1 will be sent further instructions for status change if necessary.