General Application Requirements

All applicants to graduate study must submit application forms and official transcripts from all previously attended institutions of higher education. In addition, each program has additional application requirements which can be found in the specific graduate program's application requirement section. These requirements may include letters of recommendation, personal statements, standardized test scores, for example. It is the applicant's responsibility to submit all application requirements in a timely manner and ensure that all materials are received by the Graduate Admission Office. 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: 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.

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, 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 decision will be rendered by the program director of a student's intended degree of study.

Application Type:

- International applicants are any student applicant who does not hold U.S. Citizenship nor permanent resident student status.

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

- Students must submit official transcripts in original language with English language translation/evaluation (if applicable). All students are required to submit a course-by-course evaluation of courses taken at the post-secondary level outside of the United States from a NACES approved evaluation service. Students applying to Nursing and Education must use the World Education Service (WES) evaluation services. This may be waived under the direction of the international admission office.
- Official copy of TOEFL, or IELTS if English is not the student's native language; students may also provide evidence of English proficiency from one of our approved language partners.
- 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.
- 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/) for minimum testing requirements. Certified copies may be accepted while we wait for originals.

The University asks that applicants provide explanation(s) on a separate sheet of paper if they have had additional years of schooling or if education differs from the requirements for admission to the major institutions of higher learning in the applicant's home country.

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 your 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 the applicant's English teacher, teacher of choice, work supervisor and/ or community volunteer supervisor. Forms for the recommendation are included in the online application but may be substituted with a written letter on university or company letterhead.

Notification of Admission Status

Applications are reviewed after receipt of a completed application and supporting documentation. If any portion of an application packet needs further action the University will notify the applicant via e-mail. As soon as the application is complete, an admission decision will be made by the program director of the student's intended program of study. Applicants will be notified by the Admission Office. The Admission Office is the only office authorized to notify international students of their acceptance to Saint Peter's. Depending on where an applicant lives, they can expect an admission decision on a completed application within three weeks after receipt of ALL application materials.

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. In order to process an application for admission in a timely manner, the following deadlines have been established:

- Fall Semester/Trimester……………..…….June 1
- Winter Trimester............................August 1
- Spring Semester/Spring Trimester……October 1
- Summer 1 Term.............................February 1

The University may consider completed applications received after the specified deadline as time permits.

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.