

- Field of study:** **PARALEGAL STUDIES**
- Credentials offered:** Graduate Certificate
Master of Professional Studies (M.P.S.)
- Locations:** Off-campus: K Street Center for Professional Development (Washington, DC)
Distance education (online)
- Admission deadlines:** **Fall** – April 1
Spring – October 1
- Recommendations required:** Two (2) recommendations (preferably one from a current supervisor)
- Prior academic records:** Transcripts required from all colleges and universities attended, whether or not credit was earned, the program was completed, or the credit appears as transfer credit on another transcript. Transcripts must be forwarded in their original sealed envelopes.
- If academic records are in a language other than English, a certified English language translation must be provided in addition to the original transcripts; translations alone will not be accepted.
- Official transcripts from institutions outside the U.S. must be accompanied by an official transcript evaluation from an accredited independent evaluating agency. Please be sure you request a **detailed evaluation** that includes all course titles, credit hours, grades, U.S. degree equivalency, grade-point averages (GPA), and date of degree conferral. For a list of acceptable foreign credential evaluation services, please [click here](#).
- Statement of purpose:** In an essay of 250-500 words, state your purpose in undertaking graduate study in this field and describe your academic objectives, research interests, and career plans. Also, discuss your related qualifications, including collegiate, professional, and community activities, as well as any other substantial accomplishments not already mentioned on the application form.
- Additional requirements:** A resumé.
- International applicants only:** Please review [International Applicant Information](#) carefully for details on required documents, earlier deadlines for applicants requiring an I-20 or DS-2019 from GW, and English language requirements.

Supporting documents not submitted online should be mailed to:

Office of Admission
College of Professional Studies
The George Washington University
800 21st Street, NW, Suite 301
Washington, DC 20052

M.P.S. distance education (online) applicants only:
Admissions Processing Services
Attn: GW Online Programs
1000 East Woodfield Road, Suite 240
Schaumburg, IL 60173

Contact for questions:

CPS Office of Admissions
applycps@gwu.edu ~ 703.299.9142 (phone) ~ 703.299.4144 (fax)
9 am – 5:30 pm EST, Monday through Friday