

Application Checklist

- 1. **A complete and accurate application**
- 2. **\$60 application fee**
The fee can be paid online or submitted by check or money order (in U.S. dollars and payable to The George Washington University). Do not send cash.
- 3. **Statement of purpose and any other required essays**
Be sure to follow guidelines for length and content provided on the admission information page (www.gwu.edu/gradinfo/ProgAdmInfo.cfm) for the program to which you are applying.
- 4. **Recommendations**
Check the program admission information page for the program to which you are applying to confirm the number and type of recommendations required. If not submitted online, these must be submitted in sealed, signed envelopes.
- 5. **Transcripts**
Official transcripts, detailed marks certificates, or comparable documents showing all course work, grades, and proof of earned degrees for each institution attended, whether or not credit was earned, the program was completed, or the credit appears as transfer credit on another transcript. An original, certified English translation is required for any documents that are in a language other than English.
- 6. **Any supplemental materials required by the specific program to which you are applying**
The program admission information page will state whether a resumé, writing samples, copies of professional certificates, etc. are required to be considered for admission.
- 7. **Official reports for all required standardized test scores**
You must request that the testing service send these to the appropriate code, provided on the program admission information page. Institutional codes for TOEFL tests (for international applicants) are provided on the English Language Requirements page.

For international applicants only:

- 8. **Completed Visa Request and Financial Certificate form and supporting documents**
These materials are required for any student requesting a visa from The George Washington University. The form is available online at www.gwu.edu/~gradinfo/fincert.pdf. An original, certified English translation must be provided for any documents that are in a language other than English.
- 9. **Photocopy of the biographic/identification page and U.S. visa pages in your passport**
- 10. **International credential evaluation**
For applicants to programs in the College of Professional Studies or the Graduate School of Education and Human Development only: an official evaluation of all international transcripts and other academic credentials must be provided by an approved independent evaluation agency. A list of acceptable agencies is available at the National Association of Credential Evaluation Services website: www.naces.org/members.htm.