Albers School of Business and Economics

APPLICATION 2011-2012





THE GRADUATE PROGRAMS OF SEATTLE UNIVERSITY

Application Instructions and Procedures

Thank you for applying to Seattle University. This packet contains copies of the required admission documents for the graduate programs of the Albers School of Business and Economics.

All application materials must be received by the application deadline to receive full consideration. Priority deadlines are listed below. Later applicants will be considered on a space available basis. International applicants should refer to deadlines listed below and additional information on page 2.

If applying for any of the Executive programs in the Albers School, please use their specific application packet. The following documents should be sent directly to Graduate Admissions using the address noted on the top of the application form:

- Complete graduate application form and a \$55 nonrefundable application fee. The fee is waived for Seattle University alumni.
- Submit an official, degree-posted transcript in the original sealed envelope from the last 90 quarter/60 semester credits of your bachelor's degree, including any transfer institution credit earned during this time period. Official transcripts from any post-baccalaureate institution will also be required. Exceptions to the policy are noted with the degree requirements.

- Evidence of the minimum of an earned four-year baccalaureate degree from a regionally accredited institution or U.S. equivalent.
- Students for whom English is a non-native language must demonstrate English proficiency regardless of English language studies, residence in the United States or an English-speaking country, or immigration status. Graduate applicants with a baccalaureate or higher degrees from recognized colleges in the U.S., Canada, Great Britain, Ireland, New Zealand or Australia and who have continued to reside in countries where English is the primary language for at least two years prior to applying to Seattle University will have this requirement waived. English proficiency may be met with an official TOEFL score of 92 (IBT), or 580 (PBT); the IELTS exam with a minimum score of 7.0; PTE score of 62 or an institutional MELAB result of at least 83%.

Refer to the documents required by your program on the next page of this application packet.

Priority Application Deadlines for Terms of Entry 2011-2012	Summer	Fall	Winter	Spring
MBA, MIB, and MSF programs	May 20	August 20	November 20	February 20
MPAC	April 1	May 1	November 20	February 20
International Student Deadlines	January 1	April 1	September 1	December 1

Albers School of Business and Economics

Additional program-specific application information for MBA, MSF, MPAC, and MIB:

- 1) Graduate Management Admissions Test (GMAT) taken within the last five years sent directly from the testing agency
- 2) Cumulative GPA of at least 3.00 in the last 90 quarter or 60 semester credits as well as any post-baccalaureate coursework
- 3) Résumé reflecting minimum of two years of full-time continuous work experience (prior work experience not required for MPAC program)

Required application information for the post-master's certificates:

- 1) Application fee waived for applicants who earned master's degree from Seattle University
- 2) Official transcripts from the post-secondary institution granting a master's degree in a business field from an AACSB-accredited institution. Those who earned their master's degree from Seattle University do not need to request transcripts
- 3) Current résumé

International Applicants

In order to allow for application processing, overseas mailings, and visa processing, international applicants living overseas should submit an application six to nine months prior to the quarter they wish to enroll or the program deadline, whichever is earlier. Students who submit complete applications before the following dates will receive priority consideration:

Fall Quarter April 1
Winter Quarter September 1
Spring Quarter December 1
Summer Quarter January 1

Please submit certified, official transcripts from each university attended in the last two years of your undergraduate study, any post-baccalaureate course work, and proof of graduation. Transcripts must be provided in both the original language and a certified English translation. International applicants seeking an F-1 student visa must also submit the Declaration of Finances form located in this application packet.

Culture and Language Bridge Program

Certain programs may consider applicants with a minimum TOEFL of 86 (IBT), 567 (PBT), IELTS score of 6.5, PTE score of 58 or an institutional MELAB result of 80%, but you will be required to participate in the graduate section of the Culture and Language Bridge (CLB) program in your first term of study. The CLB program develops all phases of academic English and helps students overcome cultural barriers in the classroom. The graduate section is a 6-credit program and a 5-credit Business Communications class taken in the first quarter. For more information about CLB, call 206-296-6064 or consult the website at www.seattleu.edu/academics/bridge/.



Application for Graduate Admission

Mail application materials to:

Graduate Admission Office, Seattle University, 901 12th Avenue, P.O. Box 222000, Seattle, WA 98122-1090

Telephone: (206) 220-8010, Toll-free: (800) 426-7123, E-mail: grad-admissions@seattleu.edu, Web: www.seattleu.edu

PLEASE TYP	E OR PRINT			No	on-refundable \$5	55 application fee
Select one degre	e goal (as offered by your program	of interest)	☐ Doctorate	When do you wish to e	nroll? Year	
☐ Master	☐ Educational Spe	cialist	☐ Endorsement Only	☐ Fall (August/Septemb	er)	nter (January)
☐ Post-Master's Certificate	Certificate	e w/Law	☐ Professional/Graduate Certificate	☐ Spring (March)		mmer (June)
Enter the three o	or four letter program code as ind	licated on		☐ Summer Intersession		,
reverse side.		-		If previously enrolled the quarter/year of enrollme	rough Seattle Unive	
Personal Informa	ation (Legal Name)					
Last Name	First Name		Middle Name]	Former Name	
Mailing Address				Country	()
City/State		Zip (Code	Evening Phone		Day Phone
Home Address (if di				Country		
City/State		Zip (
Preferred E-mail Ad	dress			Work E-mail Address (if		
C-:-1 C: NI	nber (Required for all financial aid cons	:1:		Date of Birth		
Is English your n Entrance Tests:	Test GMAT GRE	Test Date	Date sent to SU	Have you ever been conv Yes No (A conviction will not nec	icted of a felony or	a gross misdemeano
☐ MAT ☐ WEST-E				Additional documentation Have you ever been placed dismissed from or otherways.	ed on probation, su	spended from,
	☐ WEST-B☐ Writing Sample			of time) any higher educ	rational institution?	tor any period
☐ English Proficiency (TOEFL, IELTS or MELAB))	☐ Yes ☐ No If yes, attach a statement explaining each which term(s) and college(s).		explaining each circi (s).	ımstance and specify
	ory (Attach extra sheet, if necessary. ttended (including Seattle Universi		most recent. See instructions f	or required transcripts.		
Institution			State Dates Attended	Degree Earned	Date Received	Major
		:				- E

OPTION	AL INFORMATION				
Are you of	Hispanic/Latino Origin?	☐ Yes ☐ No.			Religious Preference
If Yes, plea	se specify:				
	D Central American D Chicano/a D Cuban	☐ Hispanic ☐ Latino/a ☐ Mexican	☐ Puerto Rican ☐ South American ☐ Hispanic Other	☐ Spanish	Gender
Race: Pleas	se mark all that apply:		1		☐ Male ☐ Female
American 1	:	☐ Native American	☐ Native Other		Will you be applying for financial aid?
	Asian American Chinese East Asian Asian Other	□ Filipino/a □ Indian □ Indonesia	☐ Japanese ☐ Korean ☐ Pakistani	☐ South Asian ☐ Southeast Asian ☐ Vietnamese	Do you have employer tuition assistance?
	can American J African J African American waiian/ Pacific Islander	□ Black □ Black Other	□ Caribbean	□ West Indian	Would you like information on services available to those with physical or learning needs? Yes No
	Guamanian/Chamorro Pacific Islander Other	☐ Native Hawaiian	☐ Samoan		U.S. Armed Services Military Status?
	ddle Eastern 7 White 7 Arab 7 Persian	☐ Caucasian/European ☐ Israeli ☐ Russian/Eastern European	☐ Middle East ☐ Middle Eastern Other ☐ White Other		☐ Veteran ☐ Active Duty ☐ Dependent of Veteran ☐ None
Employm	nent History (Please co	mplete even if résumé is att	ached)		
	ployer/Organization				Employer Phone
Employer Ac			City		State Zip
Job Title			Dates Employed (Mo/Yr to		☐ Part-time ☐ Full-time
	ployer/Organization				Employer Phone
Address			City		State Zip
Job Title			Dates Employed (Mo/Yr to		☐ Part-time ☐ Full-time
University	y Relationship				
		o attended or graduated from Sea	attle University?	S □ No If yes, ple Date Atten (Mo/Yr to M	
How did yo	ou first hear about our grad	uate program?		☐ Radio ☐ News ☐ Employer Event	spaper
What most	influenced you to apply to	Seattle University?			
or special disa its employmen	abled veteran in the administration nt related policies and practices. A	n of any of its education policies, admiss	sion policies, scholarship and loan p cedures are administered in a mann	programs, athletics, and other scho ter consistent with Seattle Univers	ntity, political ideology or status as a Vietnam-era pol-administered policies and programs, or in ity's Catholic and Jesuit identity and character. Officer at (206) 296-5870.
		in this application is true and corn ult in the denial of this application			ormation, such as failure to list all schools, edit.
Full Legal Si	gnature		Printed Name		Date
Programs	6				

BUSINESS AND ECONOMICS

Accounting MPAC
Business Administration MBA
Finance MSF
International Business MIB

Post-Master's Certificate of MBA Studies CMBA
Post-Master's Certificate of MSF Studies CMSF
Post-Master's Certificate of MIB Studies CMIB
Post-Master's Certificate of MPAC Studies CPAC
Joint Business Administration and Juris Doctor MBAJ

Joint International Business and Juris Doctor MIBJ Joint Finance and Juris Doctor MSFJ Joint Professional Accounting and Juris Doctor PACJ



International Student Declaration of Finances

Confidential financial statement of personal or family support.

Please read all application instructions on the reverse side before completing this form.

PLEASE TYPE OR PRINT

Student Section			
Family Name	First Name	Middle Name	Former Name
Gender (male/female)	Righdore (wastern calendar)	Country of Birth	Country of Citizenship
Gender (mate/femate)	Birthdate (western calendar)	Country of Birth	Country of Citizensinp
Mailing Address		City	Zip Code
State/Province	Country	Phone (include country/city	code)
Sponsor Name	First Name	Middle Name	Relationship to applicant
Mailing Address		City	Zip Code
State/Province	Country	Phone (include country/city	code)
Will you be bringing dependents?	es 🗆 No If yes, please list name, re	elationship, age, birthdate, and country	of birth of each.
	support the student while they are at		re available and will be provided as indicated. ing is to include tuition, living expenses, books,
Signature of sponsor(s) (or applicant if self-	supporting)	Date	
Bank Verification			
	onsor(s) has sufficient funds on depo responsibility on the part of this ba		attle University.
Name of Bank		 Bank	Stamp or Seal
Address of Bank		City	Zip Code
State/Province	Country	Phone (include country/city	code)
State/110vine	Country		code)
Signature of bank official		Date	
Statement of Responsibility The student applicant must sign the s	tatement below after reading carefully.		
	lowed the instructions on the reverse hat an incomplete declaration will no		he statements made on this declaration of finances
are true and correct. I understand to	nat an incomplete declaration will be	or be accepted.	
Signature of Applicant		Date	
Fully complete then return this	form to:	N_ SEVI	S ID# (if known)
Seattle University		SEVI	o io, (ii aliowii)
Graduate Admission Office 901 12th Avenue		Seatt	ele University ID#
P.O. Box 222000			•
Seattle, Washington 98122-1090			
U.S.A.			8/11

Declaration of Finances.

Please use enclosed form and obtain the appropriate signatures. Students receiving scholarships from their governments or employers must submit letters verifying such scholarship awards.

Immigration policies requires that Seattle University verify the financial resources of all international applicants. This form is for that purpose.

Please note the estimated costs are for one academic year (three quarters). You are required to certify that you or your sponsor have the amounts calculated below. These estimated costs do not include transportation costs to and from the United States.

It is important to remember that student visa holders are not authorized to work in the United States except under special circumstances. You should not plan on supporting your education through employment while being a student. There is no financial aid available for international graduate students.

Instructions for completing the Declaration of Finances form

- Find your total yearly estimated costs.
- Have your sponsor complete, sign, and date the student section of this form.
- Have the bank verify your sponsor's funds and sign and date the bank verification section (include bank stamp or seal).
- If the bank verification section is submitted with a bank letter, please be certain it certifies sufficient funds as stated below.
- Sign and date the statement of responsibility section.
- Photocopies, electronic copies, and facsimiles of signatures and bank stamps/seals are acceptable. For students currently living in the United States, corresponding dates must be within 6 months of quarter of entry. For students living outside of the U.S., corresponding dates must be within twelve months of the quarter of entry.
- All portions of this International Student Declaration of Finances must be completed for admission consideration and issuance of an I-20A.

Estimated Graduate Expenses for 2011-2012

Tuition:	based upon 9 credits per	quarter for three quarters	
Arts Leadership			\$ 16,902
Business (MBA, MIB, MPAC, MSF)			\$ 20,196
	Computer Science and Software Engineering		
	Criminal Justice		\$ 16,902
	Education-Master and	Education Specialist programs	\$ 15,525
	Education I	Doctoral Program	\$ 18,887
	Executive Nonprofit Le	eadership or Public Administration	\$ 16,902
	Nursing (APNI)	-	\$ 16,902
Organization Systems Renewal			\$ 19,809
Psychology			\$ 16,902
Sport Administration and Leadership			\$ 18,900
	Theology and Ministry	programs	\$ 15,687
Room and I	Board:		\$ 12,123
Personal exp	penses and health insura	nce	\$ 4,360
	Student Total		\$ 32,170 – 36,679
Dependents	s: \$9,500 for f	first dependent	
	\$4,750 for 6	each additional	
Annual Expenses Worksheet:		Your tuition charges	\$
		Room and Board	\$ 12,123
		Personal expenses and health insurance	\$ 4,360
		Dependants	\$
Total resources needed		Total resources needed	\$

