

Albers School of Business and Economics

Certificate of Graduate Studies- Business Administration

All application materials must be received by the application deadline to receive full consideration. For application deadlines and entry terms, refer to the [priority deadlines](#). *International applicants and those with international transcripts should consult the [International Requirements Page](#), for deadlines and other requirements, as they may differ.*

- Complete graduate application form and submit the \$55 non-refundable application fee. Fee waived for Seattle University alumni and employees.
- Evidence of minimum of earned four-year baccalaureate degree from regionally accredited institution or U.S. equivalent. As evidence submit an official, degree-posted transcript from last 90 quarter/60 semester graded credits of your bachelor's degree, including any transfer institution credit earned during this time period. Official transcripts from any post-baccalaureate institution also required.
- Cumulative GPA of at least 3.00 in the last 90 quarter or 60 semester credits as well as any post-baccalaureate coursework
- Completion of the following prerequisite courses with a B- or better: Statistics, Financial Accounting, and Managerial Accounting.
- Résumé reflecting minimum of two years of full-time continuous work experience.
- A personal statement or letter of intent is optional, but encouraged.
- Official scores from a Graduate Management Admissions Test (GMAT) or Graduate Record Exam (GRE) taken within the last five years sent directly from the testing agency
- 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.

Send documents directly to Graduate Admissions:

Seattle University
Office of Graduate Admissions
901 12th Avenue
PO Box 22200
Seattle, WA 98122-1090
grad-admissions@seattleu.edu
Fax: (206) 296-5656
Phone: (206) 220-8010

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administration of any of its education policies, admission policies, scholarship and loan programs, athletics, and other school-administered policies and programs, or in its employment related policies and practices. All University policies, practices and procedures are administered in a manner consistent with Seattle University's Catholic and Jesuit identity and character. Inquires related to these policies may be referred to the University's Vice President for Human Resources and University Services and Equal Opportunity Officer at (206) 296-5870.