Application Instructions and Procedures

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. The fee is waived for Seattle University alumni and employees.
- Evidence of the minimum of an earned four-year baccalaureate degree from a regionally accredited institution or U.S. equivalent. As evidenced submit an official, degree-posted transcript from the 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 will also be required.
- Applicants with an undergraduate degree in a field outside of the criminal justice or related social, behavioral, or physical science stated disciplines may be considered with 45 quarter/30 semester credits of related coursework or significant supervised work/volunteer experience.
- Applicants with a GPA below 3.00 in last 90 quarter/60 semester credits or have graduated from a non-graded institution, submit official scores from a Graduate Record Exam (GRE).
- Undergraduate introductory statistics course with 'C' grade or better. Exceptions considered on individual basis.
- Three letters of recommendation from academic and/or professional references who are able to assess potential to do graduate study
- Statement of purpose (3 pages maximum) discussing background, interests, and reasons for wanting to pursue the certificate.
- Writing sample (for example, an undergraduate paper).
- Professional résumé or curriculum vita.
- Selected candidates may be contacted for interview with MACJ faculty.
- Applicants 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 63.

Send documents directly to Graduate Admissions:
Seattle University does not discriminate on the basis of race, color, religion, sex, national origin, age, disability, marital status, sexual orientation, gender identity, political ideology, or status as a Vietnam-era or special disabled veteran in the 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.