

# School of Theology and Ministry

## Certificate of Graduate Studies in Diaconal Ministry

### 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.*

- A completed application form with a non-refundable \$55 application fee. Fee waived for Seattle University alumni.
- Evidence of the minimum of an earned four-year baccalaureate degree from a regionally accredited institution or U.S. equivalent. 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.
- Domestic applicants with GPA below 2.75 in last 90 quarter/60 semester credits or have graduated from a non-graded institution, submit official Miller Analogy Test (MAT) scores. International applicants are required to have 3.00 GPA or higher.
- Two recommendations, with at least one from a ministry-related professional familiar with your religious/spiritual development and can address your readiness for ministry. (Note: Recommendation forms are provided electronically through the application).
- Résumé reflecting at least 2 years of related experiences in ministry, education, or service as a professional or volunteer. The 2 years of experience are cumulative and do not need to be consecutive.
- Interview with STM admissions committee faculty.
- Autobiographical statement (5-8 pages) including:
  - a) A three to five page account of your life. Include important events and relationships, highlighting the impact of these on your development (3-5 pages).
  - b) Give a brief statement (2-3 pages) of your impressions of the program and your expectations of it. Include a description of why you want to pursue this degree, what professional skills and understandings you seek, and areas of personal growth most important to you.
  - c) List and describe any major ministry or church-related experiences, formal or informal education (workshops, institutes, readings), and volunteer experience not highlighted on your resume.
- 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  
Office of Graduate Admissions  
901 12<sup>th</sup> Avenue  
PO Box 22200  
Seattle, WA 98122-1090  
[grad-admissions@seattleu.edu](mailto:grad-admissions@seattleu.edu)  
Fax: (206) 296-5656  
Phone: (206) 220-8010

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