

# College of Education

## Master of Education in Adult Education and Training

### 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.
- Please ensure that your name appears on every page of your application and supporting documentation.
- 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 as well as any post-baccalaureate coursework. If mailed to applicant, transcripts must remain in sealed envelopes.
- All Education programs require completion of College of Education Self-Evaluation form.
- For applicants with GPA below 3.0, official scores from the Graduate Record Exam (GRE) or Miller Analogy (MAT) taken within the last five years must be sent directly to Seattle University from the scoring agency.
- Two recommendations from recent supervisors using the COE forms supplied, sealed and signed across the flap.
- Resume reflecting a minimum of one year of work experience.
- A statement of purpose: In one to two, single-spaced typed pages describe how your past experiences suggest that a degree or certificate in adult education and training will fit into your future plans. If you are applying for the master's degree program, explain which of the three specializations within the program are appropriate to your future plans, and describe how that specialization within the adult education and training program will connect your past experiences to your future plans. If you are applying for the post-master's degree certificate in community college instruction, explain how your existing master's degree and this certificate will fit into your future plans to teach at a community college.
- 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 62.

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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