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. Submit a 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. Transcripts also required from every institution with coursework contributing to endorsement area(s).
- Applicants with less than a 3.00 GPA may apply and may be considered for probationary admission if they submit a letter explaining the reason for their GPA and their readiness for graduate level work.
- Washington State requires two skills tests for all teacher education applicants—the WEST-B and WEST-E/NES exams which are required prior to starting the program but not needed to apply. Registration information about both tests is available. The ACTFL is required for those applying for an Endorsement in a Designated World Language (DWL) prior to the start of the program. Additional test requirements should be reviewed prior to completing application.
- Graduate and post baccalaureate applicants who received a baccalaureate degree or higher from Seattle University or a recognized college or university in the United States, Canada, Great Britain, Ireland, New Zealand, Australia, Bahamas, Jamaica, Kenya, Singapore, and Trinidad and Tobago will not be required to submit English proficiency test scores. Students earning a degree in a country other than those listed above may provide official documentation from the degree-granting institution verifying that all instruction was in English. A minimum of three years of enrollment at the university is required. English proficiency may be met with an official TOEFL score of 86 (IBT), or the IELTS exam with a minimum score of 6.0; PTE score of 63; or Duolingo score of 110.
- Two professional recommendations from people who can address applicant’s work with young people in a K-12 classroom or classroom-like setting on the College of Education recommendation forms. At least one recommendation should be from a teacher or supervisor who has observed the applicant in a classroom setting facilitating a group of students. Friends and family recommendations are not considered appropriate for this purpose.
- Appropriate Content Review or Endorsement Form downloaded from the link below:
  - Elementary Education
  - Secondary Education
- One page, double-spaced autobiographical statement outlining your commitment and motivation to teach, applicable coursework, experience with school-age students, including exceptional individuals, and understanding of cultural differences.
- Current resume.
- Complete the 30 Minute Online Writing Sample.
- Small group interview for selected applicants. Out-of-state applicants will be contacted by the program with instructions on submitting an audio, video, or DVD in lieu of an in-person interview.
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.