

School of Theology and Ministry

Post-Master's Certificate of Pastoral Leadership

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.
- A Master's degree in pastoral ministry or its equivalent from an accredited institution. Equivalency and substitutions determined at the discretion of the Admissions Committee.
- Official transcripts of all graduate-level coursework, reflecting minimum grade point average of 3.0 cumulative, on a scale of 4.0.
- Résumé reflecting a minimum of three years of full-time, professional ministerial experience.
- Two recommendations that attest to the applicant's religious, moral and intellectual qualifications for ministry. One recommender must: A) be someone who is qualified to attest to the applicant's academic ability; B) be from a person who knows the quality of the applicant's pastoral ministry/ leadership. (Note: Recommendation forms are provided electronically through the application.)
- Autobiographical statement (5-8 pages) including:
 - a) A three to five page account of your life. Include important events and relationships, highlighting the influence 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. Note whether the experiences were part-time or full-time.
- Following review of application materials, qualified candidates will be contacted for an interview.
- 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.

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Send documents directly to Graduate Admissions:

Seattle University
Office of Graduate Admissions
901 12th Avenue
PO Box 222000
Seattle, WA 98122-1090
grad-admissions@seattleu.edu
Fax: (206) 296-5656
Phone: (206) 220-8010

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