

College of Education

Master of Education in Student Development Administration

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 through Fall 2022.
- Evidence of the minimum of an earned four-year baccalaureate degree from a regionally accredited institution or U.S. equivalent. Official or unofficial copies of transcripts, degree certificates, and exam score reports for every school attended in the last 60 semester/90 quarter credits as well as any post-baccalaureate credits. You may upload the unofficial transcript(s) for your institution(s) within the Academic History tab of the application. You may also upload the transcript(s) following the submission of your application via your Status Page. Upon an offer of admission, you will be required to submit official copies of provisional documents within your first quarter of enrollment.
- Current resume.
- For applicants with GPA below 3.0, official scores from the Graduate Record Exam (GRE) taken within the last five years must be sent directly to Seattle University from the scoring agency.
- Two recommendations using the College of Education forms provided through the application from individuals familiar with the applicant's ability to complete graduate-level study and perform as a professional.
- Two- three page autobiography showing evolution of career interests. It may be helpful to review [Seattle University's mission, vision, and values](#), and [program information](#) first. Explain why you are interested in pursuing graduate study in student development/student affairs, higher education or a related field. If you are making a transition from another career area, how might your skills and interests apply to student development?
- Graduate Assistantship applicants only: submit cover letter addressing the following prompts: *In relation to Seattle University's educational mission and values, (a) share your current work history and leadership experience, and (b) describe which specific departments and/or areas in student development you are most interested in learning about through an assistantship and why.*
- Graduate 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, Belize, Nigeria, 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 6.5; PTE score of 63; or Duolingo score of 110.

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.