Newport Beach Campus	Fashion Valley Campus	Las Vegas Campus
1601 Dove Street Suite 105	123 Camino de la Reina East 100	3100 W Sahara Ave Suite 108
Newport Beach, CA 92660	Fashion Valley, CA 92108	Las Vegas, NV 89102
Phone: (949) 833-8868	Phone: (619) 298-1829	(702) 786-3788

www.ssu.edu

Graduate Program Online
Admissions Requirement Checklist

1	Application Fee: $100 (complete fee information see Enrollment Agreement)
2	Enrollment Agreement **(all pages)**
3	School Performance Fact Sheet for selected program (initialed and dated)
4	Official Transcript: - Provide Verification of completion of a Bachelor's Degree in the form of an official transcript of record from USDE recognized accreditation institution, and submit official transcripts from all other universities or institutions previously attended; completed and not completed. - **Transcripts from outside the U.S. must be evaluated by a NACES approved organization. (Htpp://www.naces.org/members.htm)**
5	Current Resume
6	Two Recommendation Letters: - **Date** / **Signature** of person / **Title** of the person - Letterhead (if cannot be provided have the contact information of the person) - **MUST** mention they recommend student for Graduate program at SSU
7	Personal Autobiography: - In your OWN words, no internet sources / single-spaced essay of **at least 1000 words** - Detailing educational and work history, goals as they relate to educations and work history, and the relationship between these goals and future career aspirations - **Must be submitted electronically (WORD)**
8	Verification of English Proficiency: - 80% on SSU English Proficiency Test - TOEFL (Test of English as a Foreign Language) Result of 61 or above on the IBT (Internet Based Test); 500 or above on the PBT (Paper Based Test) - IELTS (International English Language Testing Systems) result 5.0 or above - Have previously studied in a USDE-recognized accredited university level program, which was taught in English, for at least one quarter/semester, and maintained a minimum 2.0 GPA for Bachelor, 3.0 GPA for Master, for at least one academic term.