

International Students Seeking Admission to SSU Graduate Programs

(PLEASE USE AS CHECK LIST FOR DOCUMENTS REQUIRED)



APPLICATION AND \$50 INTERNATIONAL FEE

Fill out and return the Graduate Application <http://www.shawnee.edu/offices/graduate-center/media/masters-degree-application.pdf>

You may send a check or money order to:
Shawnee State University
Graduate Center
940 2nd Street
Portsmouth, OH 45662

Or, you may pay via peer transfer, <https://www.peertransfer.com/school/shawnee>



TRANSCRIPTS AND PROOF OF BACCALAUREATE DEGREE

All official postsecondary (college or university) transcripts or actual diploma. These transcripts/diplomas must be copies of the original and in the student's native language and must be accompanied by a certified English translation. See department web page for minimum GPA.

You may email documents to Penny Merritt, Graduate Center Administrator, pmerritt@shawnee.edu.



EVIDENCE OF TEACHING LICENSE OF EQUIVALENCY (IF APPLICABLE)



TWO LETTERS OF REFERENCE



WRITTEN ESSAY

See respective program web page for details, <http://www.shawnee.edu/offices/graduate-center/index.aspx>.



PROOF OF ENGLISH LANGUAGE PROFICIENCY

- An official score of 500 (paper-based), or 60 (internet-based), at a minimum, on the [Test of English as a Foreign Language \(TOEFL\)](#) or
- 5.5 on the [International English Language Testing System \(IELTS\)](#) or 80 on the [Michigan English Language Assessment Battery \(MELAB\)](#), or
- an EIKEN of Grade 2A is required for admission to a degree program for students whose native language is not English.
- TOEFL may send your scores directly to SSU. For TOEFL to do so, it will need our code. Shawnee State University's code is **1790**.
- Successfully graduate from an undergraduate program with the United States or United Kingdom with a cumulative GPA of 2.75 or greater.



PASSPORT COPY

A legible copy of your current passport. We **MUST** be able to see the photo and read the information. If married, the passports of spouse or children are required.



VISA (If currently in the US)



Not applicable



CURRENT I-20



Not applicable

If you are a transfer student from a college or a university, or finished an undergraduate program in the U.S. you should send us a copy of your I-20.



FINANCIAL PROOF

Proof of financial resources which are adequate to support the student for one year. If you intend to finance your education yourself, you must supply a statement from your bank showing funds equal to those required for one year. If you are being sponsored, an affidavit of support and a bank statement showing adequate funds for one year must be submitted. SSU requires, in either case, that the bank statement must show a minimum amount in US dollars as specified for the academic year (Refer to SSU Admissions office Website for the exact amount: <http://shawnee.edu/offices/student-accounts/tuition.aspx>). The bank statement must be a recent statement; we cannot accept a statement that is dated more than six months prior to the start of your studies. This amount covers tuition, fees, housing, meals, books and other miscellaneous expenses



CERTIFICATE OF FINANCE

A completed Certificate of Finance. Please note that the Certificate of Finance must demonstrate that you have enough financial resources to fund your education abroad. Also, please fill using a computer if possible.



TRANSFER IN FORM

A transfer student from a college or a university inside the U.S. should complete this form. This form will be sent after the applicant has sent all other required documents and has been accepted in SSU.

APPLICATION DEADLINES

Two entry terms: Fall and Spring

July 1 – for students applying to the Fall semester beginning in August

November 1 – for students applying to the Spring semester beginning in January