

Application Checklist: Evening Programs U.S. Applicants



GRADUATE ADMISSION

We've made it easier for you to apply to St. Edward's University. Keep track of your application materials by using this handy checklist to note when you've completed each of the steps below.

- Complete Application for Admission form (paper or online).
 - Paper application **Date sent** _____
 - Online application **Date sent** _____

- Order official transcripts from every college and university you've attended. Include classes you didn't receive credit for.
Transcripts must be no more than a year old and received in a sealed envelope from the institution with a registrar's seal, unless being sent electronically through official means.
College/University

_____ **Date sent** _____
Date transcript requested

- Request official reports of the scores you earned on the GMAT or GRE.
Your scores should be from tests within the past five years. If you have not yet taken the exam, you should take the exam no later than six weeks prior to the final application deadline.
 - GMAT www.mba.com **Date sent** _____
 - GRE www.gre.org **Date sent** _____

- Provide a current résumé. **Date sent** _____

- Write your essay. **Date sent** _____

- Send letters of recommendation (optional).
These should be from people who know you well enough to speak of your preparedness for graduate school. **Date sent** _____

- Pay the \$45 application fee. **Date sent** _____

SPECIAL NOTICE

In accordance with Texas Senate Bill 1107, all new students under the age of 30 at the start of classes must have had a bacterial meningitis vaccination at least 10 days before the start of classes and within five years of the start of classes. Admitted students will need to provide documentation directly to the Health and Counseling Center showing that they have met this requirement prior to registering for classes. More info at <http://think.stedwards.edu/healthcounseling> or 512-448-8686.