College of Science and Engineering

APPLICATION 2013–2014

THE GRADUATE PROGRAMS
OF SEATTLE UNIVERSITY

Application Instructions and Procedures

Thank you for applying to Seattle University. This packet contains copies of the required admission documents for the Master of Software Engineering and Master of Science in Computer Science.

All application materials must be received by the application deadlines (shown below) to receive full consideration. Those whose applications are received after the deadlines will be considered on a space available basis. *International applicants should consult the additional information on page 3.*

All of the following documents are to be sent directly to Seattle University Graduate Admission Office using the address at the top of the application form:

- Complete graduate application form and a $55 non-refundable application fee. The fee may is waived for Seattle University alumni and employees.
- Submit an official, degree-posted transcript in the original sealed envelope from the last 90 quarter/60 semester graded dcredits of your bachelor's degree, including any transfer institution credit earned during this time period. Official transcripts from any post-baccalaureate institution will also be required. Exceptions to the policy are noted with the degree requirements.
- Evidence of the minimum of an earned four-year baccalaureate degree from a regionally accredited institution or U.S. equivalent.
- Students 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 62 or an institutional MELAB result of at least 83%.

Refer to the documents required by the program on the next page of this application packet.

Priority Application Deadlines for Terms of Entry in 2014	
Fall Quarter	July 20
Winter Quarter	November 20
Spring Quarter (see 'International Applicants')	February 20

International Student Deadlines may be earlier; see page 3

College of Science and Engineering

Applicants will be considered individually as their application file becomes complete. Admission decisions are made on a rolling basis.

Computer Science

Additional documents required for application to the Master of Science in Computer Science program:

1) One set of official transcripts from the last 90 quarter/60 semester credits of your bachelor's degree indicating a minimum GPA of 3.00. Please include official transcripts for any transfer institution credit earned during this time period, as well as for any post-baccalaureate work.
2) Official scores for the Graduate Record Examination (GRE). Only tests taken within the past five years will be accepted. This requirement can be waived for applicants holding U.S. graduate degrees from an accredited institution.
3) Two SU MSCS recommendation forms from academic and/or professional references who have evaluated academic work or supervised practical experience and are able to assess the applicant's potential as a graduate student.
4) Letter of intent (1-2 pages) discussing background, interests, and reasons for wanting to pursue a Masters degree in computer science.
5) Completed Prerequisite Form provided indicating plan for meeting required coursework. Applicants who have not taken all required courses may be considered on a case-by-case basis through evaluation and consideration of relevant work experience as noted on the back of this form as well as consideration of other admissions criteria.
6) Professional résumé summarizing academic and related work experience, if any.

Software Engineering

Additional documents required for application to the Master of Software Engineering program:

1) One set of official transcripts from the last 90 quarter/60 semester credits of your bachelor's degree indicating a minimum GPA of 3.00. Please include official transcripts for any transfer institution credit earned during this time period, as well as for any post-baccalaureate work.
2) Official scores for the Graduate Record Examination (GRE). Only tests taken within the past five years will be accepted. This requirement can be waived for applicants holding U.S. graduate degrees from an accredited institution.
3) Professional résumé demonstrating two years of full-time work experience in software industry.
4) Two professional recommendations on SU MSE Recommendation Form. At least one of the two should be from a supervisor.
5) Professional autobiography (1-2 pages) discussing background, interests, and reasons for pursuing a Master's degree in Software Engineering.
6) Software Engineering Applicant Information Form (form provided with this packet) showing working knowledge of at least one programming language such as C++, C#, or Java.

International Applicants

In order to allow for application processing, overseas mailings, and visa processing, international applicants living overseas should submit an application six to nine months prior to the quarter they wish to enroll or the program deadline, whichever is earlier. Students who submit complete applications before the following dates will receive priority consideration:

Fall Quarter	April 1
Winter Quarter	September 1

Spring and summer quarter new student enrollments not open to those on I-20 visa.

A evaluation requiring official transcripts is required from all applicants who attended or completed their bachelor's and / or master's degree at an institution outside of the United States. The evaluation is not an English translation of the mark sheets, but a separate document completed by an evaluation service which shows that the degree received outside the US is equivalent to a US degree and a GPA is calculated. Seattle University only accepts evaluations from the following agencies: 1) Educational Credential Evaluators (ECE) – We require the Course by Course Evaluation with Grade Average. More information on the transcript evaluation process and the evaluation application can be found at www.ece.org or 2) Educational Perspectives (EP) – We require the Detailed/Course by Course report. Directions and additional information specific to Seattle University can be found at http://www.edperspective.org/seattleu/

Transcripts

In addition to the transcript evaluation, applicants must also submit to Seattle University Graduate Admissions one set of official transcripts, mark sheets, and degree certificates for all institutions attended in the last two full years of coursework in both original language and in English.

**** Documents must be received in an unopened envelope sealed by the institution to be considered official. Photocopies, scanned copies, and faxes are not accepted as official documents.*

Declaration of Finance

International applicants seeking an F-1 student visa must also submit the Declaration of Finances form available with this application packet before I-20 documents can be issued.

Culture and Language Bridge Program

Certain programs may consider applicants with a minimum TOEFL of 86 (IBT), 567 (PBT), IELTS score of 6.5, PTE score of 58 or an institutional MELAB result of 80%, but you will be required to participate in the graduate section of the Culture and Language Bridge (CLB) program in your first term of study. The CLB program develops all phases of academic English and helps students overcome cultural barriers in the classroom. The graduate section is a 6-credit program and a 5-credit Business Communications class taken in the first quarter for students who have completed the equivalent of English 110 and based on a placement exam. For more information about CLB, call 206-296-6064 or consult the website at www.seattleu.edu/academics/bridge/.

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Application for Graduate Admission

Mail application materials to:
Graduate Admission Office, Seattle University, 901 12th Avenue, P.O. Box 222000, Seattle, WA 98122-1090
Telephone: (206) 220-8010, Toll-free: (800) 426-7123, E-mail: grad-admissions@seattleu.edu, Web: www.seattleu.edu

PLEASE TYPE OR PRINT **Non-refundable $55 application fee**

Select one degree goal (as offered by your program of interest)

❒ Master ❒ Educational Specialist ❒ Doctorate
❒ Post-Master's Certificate ❒ JD/Joint Degree w/Law ❒ Endorsement Only
❒ Professional/Graduate Certificate

Enter the three or four letter program code as indicated on reverse side. ☐ – ☐ – ☐ – ☐

When do you wish to enroll?

❒ Fall (September) 20___ ❒ Winter (January) 20___
❒ Spring (March) 20___ ❒ Summer (June) 20___
❒ Summer Intersession (August) 20___

If previously enrolled through Seattle University, list last quarter/year of enrollment: Quarter_____ Year_____

Personal Information (Legal Name)

Last Name | First Name | Middle Name | Former Name

Mailing Address | Country

City/State | Zip Code | Cell Phone ( ) | Day Phone ( )

Home Address (if different) | Country

City/State | Zip Code

Preferred E-mail Address | Work E-mail Address (if different)

Social Security Number (Required for all financial aid consideration) | Date of Birth

Are you a citizen of the United States? ❒ Yes ❒ No, my status is: ❒ International ❒ Permanent Resident ❒ Other

Type of Visa while enrolled | Country of Citizenship | City/Country of birth

Is English your native language? ❒ Yes ❒ No An English proficiency test will be required of all applicants whose native language is not English.

Entrance Tests:

Test	Test Date	Date sent to SU
❒ GMAT		
❒ GRE		
❒ MAT		
❒ WEST-E		
❒ WEST-B		
❒ Writing Sample		
❒ English Proficiency (TOEFL, IELTS, MELAB or PTE)		

Have you ever been convicted of a felony or a gross misdemeanor?
❒ **Yes** ❒ **No**
(A conviction will not necessarily bar admission but will require additional documentation prior to a decision)

Have you ever been placed on probation, suspended from, dismissed from or otherwise sanctioned by (for any period of time) any higher educational institution?
❒ **Yes** ❒ **No**
If yes, attach a statement explaining each circumstance and specify which term(s) and college(s).

Education History (Attach extra sheet, if necessary.)

List *all* colleges attended (including Seattle University) starting with most recent. See instructions for required transcripts.

Institution	City	State	Dates Attended	Degree Earned	Date Received	Major

continued on other side

OPTIONAL INFORMATION

Are you of Hispanic/Latino Origin? ❒ Yes ❒ No

If Yes, please specify:

❒ Central American ❒ Hispanic ❒ Puerto Rican ❒ Spanish
❒ Chicano/a ❒ Latino/a ❒ South American
❒ Cuban ❒ Mexican ❒ Hispanic Other _____

Race: Please mark all that apply:

American Indian
❒ Native Alaskan ❒ Native American ❒ Native Other _____

Asian
❒ Asian American ❒ Indian ❒ Korean ❒ Vietnamese
❒ Chinese ❒ Indonesia ❒ Pakistani
❒ Filipino/a ❒ Japanese ❒ Asian Other _____

Black/African American
❒ African ❒ Black ❒ Caribbean ❒ West Indian
❒ African American ❒ Black Other _____

Native Hawaiian/ Pacific Islander
❒ Guamanian/Chamorro ❒ Native Hawaiian
❒ Samoan ❒ Pacific Islander Other _____

White/Middle Eastern
❒ White ❒ Caucasian/European ❒ Russian/Eastern European
❒ Arab ❒ Israeli ❒ Middle Eastern Other _____
❒ Middle Eastern ❒ White Other _____

Religious Preference _____

Gender
❒ Male ❒ Female

Will you be applying for financial aid?
❒ Yes ❒ No

Do you have employer tuition assistance?
❒ Yes ❒ No

Would you like information on services available to those with physical or learning needs?
❒ Yes ❒ No

Please tell us your veteran status
❒ No relationship, not a veteran ❒ Currently serving
❒ Previously served ❒ Current dependent

Branch: ❒ Air Force ❒ Army ❒ Coast Guard
❒ Marine Corps ❒ Navy

Current status: ❒ Active Duty Military ❒ Veteran of U.S. Armed Forces ❒ U.S. Reserves or National Guard

Are you also applying to other programs?
❒ Yes ❒ No
If Yes, Institution Name(s) and Program _____
_____

Employment History (Please complete even if résumé is attached)

Current Employer/Organization | Employer Phone

Employer Address | City | State | Zip

Job Title | Dates Employed (Mo/Yr to Mo/Yr) | ❒ Part-time ❒ Full-time

Previous Employer/Organization | Employer Phone

Address | City | State | Zip

Job Title | Dates Employed (Mo/Yr to Mo/Yr) | ❒ Part-time ❒ Full-time

University Relationship

Do you have any family members who attended or graduated from Seattle University? ❒ Yes ❒ No If yes, please list below.

Name	Relationship	Date Attended (Mo/Yr to Mo/Yr)	Graduation Year

How did you first hear about our graduate programs? ❒ Friend/co-worker ❒ Campus Event ❒ Employer Event ❒ Graduate School Fair
❒ Radio Advertisement ❒ Print Advertisement ❒ Web Advertisement ❒ Seattle U Web site
❒ Graduate Schools Search site _____

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. Inquiries relating 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.

I certify that the information contained in this application is true and correct. I understand that misrepresentation or omission of information, such as failure to list all schools, colleges or universities attended, may result in the denial of this application, or subsequent dismissal from the university and loss of credit.

Full Legal Signature | Printed Name | Date

Programs

SCIENCE AND ENGINEERING

Computer Science MSCS
Software Engineering SEGR

Master of Software Engineering

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Applicant Information Form

Name of applicant _____ Month and date of birth (MM/DD)_____

1. Professional positions held. Please list below (most recent first) positions you have held which have involved computer software development or maintenance. Please list full-time positions only. Attach extra sheet as required.

Employer	Dates Employed	Position/Job Title	Specific Duties (analysis, design, testing, coding, etc.)

2. Knowledge of programming languages. Please list at least three programming languages about which you are most familiar and rate your level of expertise.

Language	Minimal	Working	Expert

3. Please list any certification program you have completed. Include date and location.

Certification	Date completed	Location

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Prerequisite Form

INSTRUCTIONS: Complete this form if you are applying for the MSCS program using the information on the reverse side for details. Students who have not completed the following required undergraduate courses must complete the required courses or equivalents before obtaining regular status in the program.

Applicant Name

Month and date of birth (MM/DD)

Pre-requisite Courses

Required course	Equivalent course	# of credits	Term of course completion or planned completion	Grade earned	Institution where course was/will be completed	*Office use only*
CPSC 310 **Design and Analysis of Algorithms** 5 quarter credits						
CPSC 320 **Object-Oriented Development** 5 quarter credits						
CPSC 341 **Operating Systems and Networks** 5 quarter credits						
CPSC 370 **Fundamentals of Databases I** 5 quarter credits						

See reverse side for course descriptions and opportunity to note related work experience

Please refer to the course descriptions below when selecting courses to fulfill the prerequisites for the MSCS program. On credit on the semester system is generally equivalent to 1.5 credits on the quarter system. *Courses must be taken within ten years of your intended quarter of admission unless otherwise indicated.*

CPSC 310 Design and Analysis of Algorithms (5 quarter credits)
Advanced data structures (e.g. sets, graphs, priority queues) and their application; algorithm analysis and design techniques, such as divide and conquer, greedy methods, branch and bound, etc. Asymptotic analysis of algorithms and introduction to computability theory.

CPSC 320 Object-Oriented Development (5 quarter credits)
Fundamentals and principles of object-oriented development, including classes, containment, inheritance, overloading and polymorphism. Object-oriented analysis, design and programming.

CPSC 341 Operating Systems (5 quarter credits)
Computer system overview (devices, interrupts, memory hierarchy), and the basic concepts of operating systems from an applications programming perspective. Topics include processes, process scheduling, threads, deadlock, synchronization, memory management, I/O, and networking.

CPSC 370 Fundamentals of Databases I (5 quarter credits)
Introduction to database management systems, architecture,and environment. Relational database design including data modeling and schema design. Coverage of SQL query language for application development. Overview fundamental concepts of transaction management, security and recovery control.

Relevant Work Experience

If you do not have the course pre-requisites, please list below any computer science-related job or internship experience to date.

Job Title	Brief Description	Hours

Please make a photocopy for your records.
Return completed form before deadline to:

Seattle University
Graduate Admission Office
901 12th Avenue
P.O. Box 222000
Seattle, WA 98122-1090

Master of Science in Computer Science

SEATTLE UNIVERSITY
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Recommendation Form for Graduate Studies

Part A- This section to be completed by the applicant (please print)

Please give this form to the person writing the recommendation. Ask the writer to return the completed form to you in a sealed envelope. Using the envelope provided with the application packet is optional. Breaking the seal will render this recommendation not confidential.

Name of applicant ..... Month and date of birth (MM/DD)

Name and title of recommender .....

Relationship of recommender to applicant ..... From ..... To

Please recognize the confidential nature of this document. In accordance with the Family Educational Rights and Privacy Act (FERPA), after you matriculate, you will have access to this form unless (1) you waive your right to access; OR (2) your program routinely destroys recommendations after matriculation. ***Choose one option:***

❒ I waive my right to access this recommendation and understand that I will never be able to see this recommendation.

❒ I want to have access to this recommendation if I am admitted and matriculated, but I understand it may not be available if my program routinely destroys recommendations after matriculation.

Part B – This section to be completed by the recommender

The applicant is seeking admission to the Master of Science in Computer Science program. To assess the appropriateness of our program for this person, we would appreciate your candid opinion regarding the qualifications listed below. If there is any item for which you have little or no evidence, please indicate. Also, if you wish to supplement the recommendation with additional comments, attach an extra page. However, please complete this form.

Name of recommender ..... Title ..... Phone

Institution ..... Email Address

Address ..... City, State, Zip

1. Compared to individuals you have known at a similar level of development; please indicate your evaluation of the applicant by checking the appropriate rating.

	Superior Top 5%	Very Good Top 10%	Good Top 25%	Average Mid 50%	Below Average Low 25%	Unable to Judge
Academic Strength	☐	☐	☐	☐	☐	☐
Creativity	☐	☐	☐	☐	☐	☐
Written Communication	☐	☐	☐	☐	☐	☐
Oral Communication	☐	☐	☐	☐	☐	☐
Interpersonal Skills	☐	☐	☐	☐	☐	☐
Problem solving skills	☐	☐	☐	☐	☐	☐
Maturity	☐	☐	☐	☐	☐	☐
Motivation	☐	☐	☐	☐	☐	☐
Potential to Complete Degree	☐	☐	☐	☐	☐	☐
OVERALL RATING	☐	☐	☐	☐	☐	☐

continued on other side

2. What are the applicant's strengths as you see them?

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3. In what areas should this person improve?

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4. Other comments:

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5. Check one:

☐ I strongly recommend the applicant for admission.

☐ I recommend the applicant for admission with some reservation.

☐ I do not recommend the applicant for admission.

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Signature of recommender Date

Please make a photocopy for your records, and sign flap of the sealed envelope. Return completed form before deadline to:

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Academic Strength	☐	☐	☐	☐	☐	☐
Creativity	☐	☐	☐	☐	☐	☐
Written Communication	☐	☐	☐	☐	☐	☐
Oral Communication	☐	☐	☐	☐	☐	☐
Interpersonal Skills	☐	☐	☐	☐	☐	☐
Problem solving skills	☐	☐	☐	☐	☐	☐
Maturity	☐	☐	☐	☐	☐	☐
Motivation	☐	☐	☐	☐	☐	☐
Potential to Complete Degree	☐	☐	☐	☐	☐	☐
OVERALL RATING	☐	☐	☐	☐	☐	☐

continued on other side

2. What are the applicant's strengths as you see them?

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Master of Software Engineering

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Name of recommender ..... Title ..... Phone

Institution ..... Email Address

Address ..... City, State, Zip

1. Please characterize the nature of the applicant's software engineering work as you have observed it, based on both quality and quantity.

		Quality of Work			
	Number of Months	Upper 25%	Upper 50%	Lower 50%	Lower 25%
Application need analysis and definition		☐	☐	☐	☐
Problem solution specification		☐	☐	☐	☐
Software design		☐	☐	☐	☐
Software implementation (computer programming)		☐	☐	☐	☐
Software test		☐	☐	☐	☐
Software documentation		☐	☐	☐	☐
Software project management		☐	☐	☐	☐
Ability to analyze and solve problems		☐	☐	☐	☐
Capacity for working with others		☐	☐	☐	☐
Initiative		☐	☐	☐	☐
Personal integrity		☐	☐	☐	☐
Professional commitment		☐	☐	☐	☐
Professional competence		☐	☐	☐	☐

continued on other side

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Address ..... City, State, Zip

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		Quality of Work			
	Number of Months	Upper 25%	Upper 50%	Lower 50%	Lower 25%
Application need analysis and definition		☐	☐	☐	☐
Problem solution specification		☐	☐	☐	☐
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Software implementation (computer programming)		☐	☐	☐	☐
Software test		☐	☐	☐	☐
Software documentation		☐	☐	☐	☐
Software project management		☐	☐	☐	☐
Ability to analyze and solve problems		☐	☐	☐	☐
Capacity for working with others		☐	☐	☐	☐
Initiative		☐	☐	☐	☐
Personal integrity		☐	☐	☐	☐
Professional commitment		☐	☐	☐	☐
Professional competence		☐	☐	☐	☐

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SEATTLE UNIVERSITY

*Only required for student/F1 visa applicants

International Student Declaration of Finances

Confidential financial statement of personal or family support.
Please read all application instructions on the reverse side before completing this form.

PLEASE TYPE OR PRINT

Student Section

Family Name | First Name | Middle Name | Former Name

Gender (male/female) | Birthdate (western calendar) | Country of Birth | Country of Citizenship

Mailing Address | City | Zip Code

State/Province | Country | Phone (include country/city code)

Sponsor Name | First Name | Middle Name | Relationship to applicant

Mailing Address | City | Zip Code

State/Province | Country | Phone (include country/city code)

Will you be bringing dependents? ❒ Yes ❒ No If yes, please list name, relationship, age, birthdate, and country of birth of each.

I hereby certify that the statements made on this declaration of finances are true, and that these funds are available and will be provided as indicated. I have sufficient funds available to support the student while they are attending Seattle University. Funding is to include tuition, living expenses, books, supplies, and health insurance as indicated on the back of this form.

Signature of sponsor(s) (or applicant if self-supporting) | Date

Bank Verification

We certify that the above named sponsor(s) has sufficient funds on deposit to meet the yearly costs at Seattle University. Your sponsor's name must match the name of the account holder. This certification is offered with no responsibility on the part of this bank or financial agency.

Name of Bank | Bank Stamp or Seal

Address of Bank | City | Zip Code

State/Province | Country | Phone (include country/city code)

Signature of bank official | Date

Statement of Responsibility

The student applicant must sign the statement below after reading carefully.

I have read the information and followed the instructions on the reverse side of this form, and I certify the statements made on this declaration of finances are true and correct. I understand that an incomplete declaration will not be accepted.

Signature of Applicant | Date

N ___ ___ ___ ___ ___ ___ ___ ___ ___ ___
SEVIS ID# (if known)

Seattle University ID#

Fully complete then return this form to:
Seattle University
Graduate Admission Office
901 12th Avenue
P.O. Box 222000
Seattle, Washington 98122-1090
U.S.A.

Declaration of Finances.

Please use enclosed form and obtain the appropriate signatures. Students receiving scholarships from their governments or employers must submit letters verifying such scholarship awards.

Immigration policies requires that Seattle University verify the financial resources of all international applicants. This form is for that purpose.

Please note the estimated costs are for one academic year (three quarters). You are required to certify that you or your sponsor have the amounts calculated below. These estimated costs do not include transportation costs to and from the United States.

It is important to remember that student visa holders are not authorized to work in the United States except under special circumstances. You should not plan on supporting your education through employment while being a student. ***There is no financial aid available for international graduate students.***

Instructions for completing the Declaration of Finances form

- Find your total yearly estimated costs.
- Have your sponsor complete, sign, and date the student section of this form.
- Have the bank verify your sponsor's funds and sign and date the bank verification section (include bank stamp or seal).
- If the bank verification section is submitted with a bank letter, please be certain it certifies sufficient funds as stated below.
- Sign and date the statement of responsibility section.
- Photocopies, electronic copies, and facsimiles of signatures and bank stamps/seals are acceptable. For students currently living in the United States, corresponding dates must be within 6 months of quarter of entry. For students living outside of the U.S., corresponding dates must be within twelve months of the quarter of entry.
- All portions of this International Student Declaration of Finances must be completed for admission consideration and issuance of an I-20A.

Estimated Graduate Expenses for 2013-2014

Tuition:	*based upon 9 credits per quarter for three quarters*	
	Arts Leadership	$ 17,577
	Business (MBA, MPAC, MSF)	$ 21,006
	Computer Science and Software Engineering	$ 21,006
	Criminal Justice	$ 17,577
	Education-Master and Education Specialist programs	$ 16,146
	Education Doctoral Program	$ 19,116
	Nonprofit Leadership and Public Administration	$ 17,577
	Nursing (DNP)	$ 18,495
	Nursing (MSN)	$ 17,955
	Psychology	$ 17,577
	Sport Administration and Leadership	$ 18,900
	Theology and Ministry programs	$ 16,308
Room and Board:		$ 12,525
Personal expenses and health insurance		$ 4,656
	Student Total	$ 33,327–38,187
Dependents:	$9,785 for first dependent	
	$4,893 for each additional	

Annual Expenses Worksheet:	Your tuition charges	$ _____
	Room and Board	$ 12,525
	Personal expenses and health insurance	$ 4,656
	Dependants	$ _____
	Total resources needed	**$** _____