

INTERNATIONAL STUDENT ADMISSIONS APPLICATION AND INSTRUCTION BOOKLET

This *International Student Application* should be used by both undergraduate and graduate students. All applications and required documents should be submitted by June 1 for the Fall semester or November 1 for the Spring semester. Applications submitted after these dates may be considered if time permits. Earlier application is required for some graduate programs. Please read and follow these instructions carefully.

Undergraduate Applicants (those applying for a Bachelor's degree program)

All of the credentials listed below must be written in English.
All translations must be certified/official.

- 1. Application Form (pages 5-6):** Please type or print all requested information on the application.
- 2. Personal Statement (page 7):** Use the enclosed pages or attach a separate page.
- 3. Application Fee:** Check for \$30 (USD) made payable to Long Island University. Non-refundable.
- 4. Transcripts:** Official transcripts are required. Student copies are not acceptable. *C.W. Post reserves the right to ask for a professional evaluation of your transcripts to aid in our admissions decision-making process.* All transcripts must be sent from your school(s) directly to the C.W. Post Campus of Long Island University. Transcripts must be in English or officially translated into English.
 - **Freshman applicants** must submit transcripts of all completed secondary education and certified records of any national examinations required for completion of secondary education.
 - **Transfer applicants** must submit transcripts of all post-secondary (college/university level) education. Secondary education transcripts are required only if the student has completed less than one year of university level work. Students may be required to submit a NACES-approved evaluation (www.naces.org/members.htm).
- 5. SAT Examination Results:** SAT and ACT test results are not required but should be submitted by freshman applicants whose native language is English, who have attended high school in the U.S., or who have attended a high school where English is the sole language of instruction.
- 6. Letters of Recommendation** are not required, but can add to the strength of any application. For example, professors, managers (on official letterhead)
- 7. English Language Proficiency:** The *Test of English as a Foreign Language (TOEFL)* or *International English Language Testing System (IELTS)* is required of all applicants whose native language is not English. The TOEFL or IELTS is generally not required of candidates who have studied for at least two years at a high school or post-secondary institution where English is the only method of instruction, unless there is a need for additional evidence of proficiency in English upon review of other academic credentials. The code for C.W. Post is 2070.
- 8. Portfolio:** Transfer applicants for Fine Arts programs must submit a portfolio of their work. Music, theatre and dance applicants must submit a video recording.
- 9. Auditions** – Applicants interested in music, theatre and dance must submit a video recording. Accepted students will then be required to complete their audition in person upon arrival on campus.

Graduate Applicants (those applying for a Master's or Doctoral degree program)

All of the credentials listed below must be written in English.
All translations must be certified/official.

- 1. Application Form (pages 5-6):** Please type or print all requested information on the application.
- 2. Personal Statement (page 7):** Use the enclosed pages or attach a separate page.
- 3. Application Fee:** Check for \$30 (USD) made payable to Long Island University. Non-refundable.
- 4. Official Transcripts** of all university/college level education must be sent from your school(s) directly to C.W. Post. Student copies are not acceptable. *C.W. Post reserves the right to ask for a professional evaluation of your transcripts to aid in our admissions decision-making process.* Transcripts must be in English or officially translated into English. Students may be required to submit a NACES-approved evaluation (www.naces.org/members.htm).
- 5. Examinations Results:**
 - GRE (Graduate Record Examination):** The general GRE is required for Psychology (M.A.), History, Music, Music Education, Speech-Language Pathology and Library & Information Science. Both the general and subject GRE are required for the doctoral program in Clinical Psychology. C.W. Post's code for GRE scores is 2070. **May be required for biology and counseling*
 - GMAT (Graduate Management Admissions Test):** The GMAT is required for students applying to the M.B.A., Accounting and Taxation programs.

It is the applicant's responsibility to request official GMAT scores from www.gmat.org. C.W. Post's code is NNR-40-15.
- 6. Letters of Recommendation** – Two letters are required for most programs (refer to page 3 for specific requirements).
- 7. English Language Proficiency** – The *Test of English as a Foreign Language (TOEFL)* or *International English Language Testing System (IELTS)* is required of all applicants whose native language is not English. The TOEFL or IELTS is generally not required of candidates who have studied for at least two years at a post-secondary institution where English is the only method of instruction, unless there is a need for additional evidence of proficiency in English upon review of other academic credentials. The code for C.W. Post is 2070.
- 8. Portfolio** – All graduate applicants for Art (M.A. or M.F.A. programs), Art Education, Clinical Art Therapy and Interactive Multimedia Arts must submit a portfolio in order to be considered for admission.
- 9. Auditions** – Applicants interested in music, theatre and dance must submit a video recording. Accepted students will then be required to complete their audition in person upon arrival on campus.

ADDITIONAL GRADUATE APPLICATION REQUIREMENTS

School/College	Letters of Recommendation	Standardized Test Scores	Additional Information
College of Information and Computer Science Archives/Records Management (A.C.) Library & Information Science (M.S.) Information Studies (Ph.D.) Information Systems (M.S.) Information Technology Education (M.S.) Management Engineering (M.S.)	2 letters required for all programs	GRE or MAT required for Master's in Library & Information Science if GPA is below 3.0	<ul style="list-style-type: none"> Applicants for Library & Information Science must submit a résumé Applicants for Doctoral program in Information Studies must request a special application packet directly from the Palmer School at palmer@liu.edu or (516) 299-2866. February 15 deadline; Fall admission only
College of Liberal Arts and Sciences Biology (M.S.) Criminal Justice (M.S.) Earth Science (M.S.) English (M.A.) History (M.A.) Mathematics, Applied (M.S.) Political Science (M.A.) Psychology (M.A., Psy.D.) Spanish (M.A.)	2 letters required for all programs, except Psy.D., which requires 3	General GRE required for Master's in Psychology, and upon request for Biology and History. General and Subject GRE required for Clinical Psychology (Psy.D.)	<ul style="list-style-type: none"> Psy.D. – Admits for Fall only; January 31 deadline English – applicants must submit academic writing sample
College of Management Accounting, Taxation (M.S.) Business Administration (M.B.A.) Health Care Administration (M.P.A.) Public Administration (M.P.A.)	2 letters required for all programs	GMAT required for M.B.A., Accounting and Taxation programs	<ul style="list-style-type: none"> M.B.A. applicants must submit a résumé
School of Education Adolescence Education (M.S.) Childhood Education (M.S.) Early Childhood Education (M.S.) Educational Leadership (M.S., A.C.) Interdisciplinary Educational Studies (Ed.D.) Literacy (M.S.Ed.) Mental Health Counseling (M.S.) School Counselor (M.S.) Special Education (M.S.Ed.) Speech-Language Pathology (M.A.) TESOL (M.A.)	2 letters required for all programs, except for Speech-Language Pathology and Interdisciplinary Educational Studies, which requires 3	GRE required for Counseling applicants with GPA below 3.0. GRE required for Speech Pathology and Music Education	<ul style="list-style-type: none"> Counseling applicants must have a departmental interview New York State teacher certification required for Literacy, Special Education, and School Leadership programs Speech-Language Pathology applicants must submit a résumé; Fall admission only; February 1 deadline Academic writing sample required for English Education Music Education applicants must submit a résumé video of performance and have a personal interview/audition, which will include competency tests in music history and theory, upon arrival in the U.S. Ed.D. Admissions for Fall only; March 15 deadline, call (516) 299-2210
School of Health Professions and Nursing Cardiovascular Perfusion (M.S.) Clinical Laboratory Management (M.S.) Dietetic Internship (A.C.) Medical Biology (M.S.) Family Nurse Practitioner (M.S.) Nutrition (M.S.) Social Work (M.S.W.)	2 letters required for all programs, except Dietetic Internship and Social Work, which require 3	None Required	<ul style="list-style-type: none"> Nursing applicants must have New York State Nursing license and have a departmental interview Dietetic Internship applications must complete an additional departmental application; Fall admission only; February 15 deadline Cardiovascular Perfusion applicants must be admitted to North Shore University Hospital Program first. Contact Dr. Richard Chan at (516) 562-1399. All students with international credentials must submit an official evaluation of their transcripts. Social Work applicants must complete the M.S.W. Supplemental Application and submit a résumé; Fall admission only; March 15 deadline
School of Visual and Performing Arts Art (M.A.) Art Education (M.S.) Clinical Art Therapy (M.S.) Fine Arts & Design (M.F.A.) Interactive Multimedia (M.A.) Music (M.A.) Music Education (M.S.) Theatre (M.A.)	2 letters required for all programs	Theatre applicants must submit TSE (Test of Spoken English) scores or new IBT TOEFL GRE required for Music and Music Education if GPA is below 3.0	<ul style="list-style-type: none"> All Art programs require submission of a portfolio The M.F.A. in Fine Arts & Design admits for the Fall only and has a March 15 deadline The M.A. in Interactive Multimedia Art admits for the Fall only and has a May 30 deadline The Theatre program requires an interview/audition and video performance The Clinical Art Therapy program requires an interview and video performance Music and Music Education applicants must submit a résumé and video performance and have an interview/audition, which will include competency tests in music history and theory, upon arrival in the U.S.
Note: Occasionally there are changes in Admission requirements. If additional documentation is required for your specific program, you will be notified by the International Admissions Office upon receipt of your application.			