To expedite the Graduate School application process, please collect and have the following information available prior to completing the online application.

1. **Official Transcript**
   Unofficial may be used for application, if accepted an official transcript from each degree-granting institution will be needed.

2. **Statement of Objectives (upload)**
   Submit a 1-2 page statement that includes the following information:
   - Career and professional goals and aspirations, and how being accepted to the program will benefit your goals and aspirations
   - Educational background
   - Indicators of competence and effectiveness in professional work
   - Future professional plans

3. **Prior colleges attended.**
   a. Name of institution(s) and dates of attendance
   b. Cumulative GPA
   c. Date degree was received (if applicable)

4. **Employment Information.** (Current and up to 2 prior positions)

5. **Credit card for application fee.** ($65 US Resident; $75 International)

6. **TOEFL Scores** – (if English is not first language)