

## Admissions Requirements for International Applicants

- ❖ Application: Applicants should fully complete the [online application](#). The \$50.00 application fee must be submitted online by credit card in order for the application to be submitted to our office. All other materials must be submitted online or received by mail.
- ❖ Essay and Resume: Please submit your current resume as well as an essay (personal statement) that addresses the reasons you want to pursue graduate work in your field of choice, your specific interest and experiences in this field, and your career goals. View additional information here: [Graduate Personal Statement](#)
- ❖ Academic Credentials: We require official, sealed transcripts from all post-secondary institutions attended. Transcripts must show courses taken by year and/or semester in chronological order, the hours per week and/or unit value of each course, and the final grade received in each course. Records attesting to the completion of a degree program must indicate the title of the degree in the native language and the date the degree was granted. Applicants should also submit any explanatory materials available, with descriptive titles of courses and an explanation of the marking system, indicating the minimum and maximum marks given. A notarized translation must be submitted accompanying any documents supplied in a language other than English.
- ❖ Applicants from countries in which detailed records of course hours and grades are not kept, but where certificates or diplomas are earned on completion of examination given by government examining bodies (such as Indian and Pakistan BA or BSc Certificates) should submit copies of the certificates that have been compared with and certified as a true copy of the original document by a Notary Public, or by an appropriate school or government official. Applicants from the Middle East must submit translations of their records which have been certified by the AFME, or by the American Embassy or consulate. Applicants from the Middle East who are presently in the U.S. may submit translations which have been certified by the American Consulate, or an embassy or consulate of their home country.
- ❖ The University requires an external credit evaluation in order to determine the U.S. equivalency of your degree(s). These firms include the [Center for Educational Documentation](#) and [World Educational Services](#). Please be sure to request a course by course evaluation that also includes GPA conversion.
- ❖ TOEFL and IELTS: Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) scores may be necessary in accordance with English language skills. Students for whom English is not their native language will be required to submit an official copy of results from the TOEFL or IELTS, unless they have completed a college level degree that was taught entirely in English. If this is the case, documentation of the teaching method must be provided. Typically, when a degree outside the U.S. is taught in English, it is documented on the transcript or other official document. Students taking the TOEFL must

receive a total score of 213 from a computer-based test, 550 from a paper-based test, or 79 on the internet-based test. Students taking the IELTS must receive a minimum total score of 6.0.

- ❖ To register to take the TOEFL examination, please visit the [TOEFL website](#). Applicants should have their scores sent from the Education Testing Service directly to the College of Graduate Studies, Bridgewater State University, Bridgewater, MA 02325. In order to have your TOEFL score reported directly to Bridgewater State University, please enter the institutional code number 3517 when taking the exam or when ordering your score report to be sent to our office.
- ❖ GRE or GMAT Scores: Depending on the program, test scores may be required. Scores must be received in our office directly from the testing service. Please view the [GRE website](#) or the [GMAT website](#) for information on registering for these exams. In order to have your score reported directly to Bridgewater State University, please enter the institutional code number 3517 when taking the exam or when ordering your score report to be sent to our office.
- ❖ Letters of Recommendation: Please obtain three Letters of Recommendation from professors and/or professional employers. Please use the Recommendation Form accessed from the Supplemental Items section of [your application](#). Please note: you will not be able to access this form until you complete the application and submit your payment. At least one recommendation from a professor and one from an employer is preferred; the third recommendation may be from either a professor or employer, depending on your experience. Recommendations should be submitted directly by your recommenders through the online system.
- ❖ Affidavit of Financial Support: The University requires family or sponsor information and bank documentation that shows there are sufficient exchange funds to cover the costs of attending the University. The Affidavit of Financial Support must be completed showing sufficient funds (in U.S. dollars) to cover the costs of the first year at the University. The University will require proof that these funds have been deposited in a U.S. bank, or that payment has been made for the entire year's tuition and fees prior to the start of the first semester. The "Estimate of Yearly Expenses" found later in this document should be used to determine the sufficient funds required.  
[Click Here to Access the Affidavit of Financial Support document](#)
- ❖ Certified bank/financial statement must attest to the fact that funds in the amount of \$28,115.40 (subject to change) are available specifically for educational expenses for the first year of attendance. The statement must show sufficient funding for one year of university related costs and living expenses. Students may send this document electronically to begin the review process, however, original documents must be submitted no later than the program start date. The student and the financial sponsor continue to be financially responsible for the student's entire program of study. These funds must be verified before an I-20 can be issued.

- ❖ Copy of Passport, Visa, I-94: The applicant should submit copies of passport pages that show the passport number, expiration date, full name and home country address. Federal regulations require all international students to have a passport valid for at least six months in order for us to issue an I-20. A passport should be renewed or extended six months prior to the expiration date. If applicant is in the United States, copies of the most recent visas utilized to enter the United States and the front and back of the I-94 are required.
  
- ❖ SEVIS Transfer Eligibility Verification Form: If you are currently studying at another institution in the U.S., the SEVIS Transfer Eligibility Verification Form must be completed by the International Student Advisor at your current school before your SEVIS record is transferred to BSU. This form must be revised and approved before you can register for classes at Bridgewater State University.  
[Click Here to Access the SEVIS Transfer Eligibility Verification Form](#)
  
- ❖ SEVIS fee: The SEVIS fee should be paid by students who will be entering the United States on an "Initial" I-20. Please visit the U.S. Immigration and Customs Enforcement website ([www.ice.gov/sevis/i901](http://www.ice.gov/sevis/i901)) for more information. All records submitted become the property of the University and will not be returned to the student. No applicant will be considered for admission until all relevant materials and official documents are on file, nor will an evaluation or estimate of academic standing be made.