



**EDUCATIONAL INFORMATION**

List all colleges/universities in order of attendance beginning with the institution from which you received your highest degree (no exceptions). Please add additional sheet if attended more than 4 colleges including dates attended and degree if any.

If still enrolled in a college, indicate leaving/graduation date: Month (MO.) \_\_\_\_\_ Year (YR.) \_\_\_\_\_

INSTITUTION	CITY	STATE/COUNTRY	START DATE	END DATE	DEGREE TITLE
a. _____	_____	_____	FROM:(MO./YR) _____	TO:(MO./YR) _____	_____
b. _____	_____	_____	FROM:(MO./YR) _____	TO:(MO./YR) _____	_____
c. _____	_____	_____	FROM:(MO./YR) _____	TO:(MO./YR) _____	_____
d. _____	_____	_____	FROM:(MO./YR) _____	TO:(MO./YR) _____	_____

If presently enrolled in classes, list all courses in which you are enrolled, the completion date, and the name of the college or university:

CLASS	COMPLETION DATE	COLLEGE
a. _____	_____	_____
b. _____	_____	_____
c. _____	_____	_____

**INTERNATIONAL MFA APPLICANTS**

1. Permanent Home Country Address  Same as permanent address listed on page 1

ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE /PROVINCE \_\_\_\_\_ ZIP/POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

2. Country of birth \_\_\_\_\_ 3. Country of citizenship \_\_\_\_\_

4. Visa type/classification \_\_\_\_\_ 5. English name/nickname \_\_\_\_\_

6. Agency Information (if applicable) *If agency information is provided, all materials will be sent to the agency, unless otherwise requested*

Agency Name \_\_\_\_\_ Agent Name \_\_\_\_\_  
 Agent Phone \_\_\_\_\_ Agent Email \_\_\_\_\_  
(INCLUDING AREA CODE/COUNTRY CODE)

Agency Address \_\_\_\_\_  
ADDRESS  
 CITY \_\_\_\_\_ STATE /PROVINCE \_\_\_\_\_ ZIP/POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

7. To which address should we mail the I-20? *(a courier service will be used, please no PO Boxes)*

- mailing address listed on page 1     permanent address listed on page 1     permanent home country address listed above  
 agency address listed above     Other, listed below

ADDRESS \_\_\_\_\_  
 CITY \_\_\_\_\_ STATE /PROVINCE \_\_\_\_\_ ZIP/POSTAL CODE \_\_\_\_\_ COUNTRY \_\_\_\_\_

8. Phone number associated with Mailing Address to receive I-20 *(required to assist courier service)* \_\_\_\_\_  
(INCLUDING AREA CODE/COUNTRY CODE)

**STATEMENT OF CHARACTER AND SIGNATURE**

Applicants to PLU must present evidence of good character in order to be accepted for admission. In accordance, do you certify that you have not been convicted of a felony or gross misdemeanor, and that you do not have a case pending against you at this time?

- Yes I so certify.     No If no, please attach written details with your application.

I understand that failure to submit complete official transcripts from all schools, colleges, or universities attended, failure to fully disclose any information requested, and/or falsification of any information requested may result in the denial of the application, revocation of admission, disciplinary action, or subsequent dismissal from this institution. I certify, that to the best of my knowledge, all statements I have made in this application are complete and true.

*Permission is hereby given to release appropriate test scores and academic records requested by Pacific Lutheran University.*

NAME OF APPLICANT (PRINT) \_\_\_\_\_ SIGNATURE OF APPLICANT \_\_\_\_\_ DATE \_\_\_\_\_

## MFA APPLICATION REQUIREMENTS AND PROCEDURES

*Please review the required application materials listed below and send all required materials to:*

Pacific Lutheran University  
Office of Admission--Graduate Programs  
12180 Park Avenue South  
Tacoma, WA 98447-0003

- Graduate application and \$40.00 non-refundable fee. Make checks payable to PLU.
- Two letters of recommendation attesting to your ability to complete such a course of study, your ability to work independently, complete high quality creative and academic work, and to your character and achievement. Each letter of recommendation should be accompanied by the PLU Recommendation Form.
- Submit a two-page statement of your background in writing, your goals and reasons for wanting to enroll in the program. All pages should be typed or computer printed, 10 or 12 point typeface, with the pages numbered, and your name at the top right, and please no staples.
- Submit a portfolio representing your best work (15 pages of poetry or 30-40 pages of prose, or a genre mix not to exceed 40 pages). You may send photocopies of published work. In manuscript form, poetry may be single-spaced; prose should be double-spaced. All pages should be typed or computer printed, 10 or 12 point typeface, with the pages numbered, and your name at the top right, and please no staples.
- Submit a 500 word (double-spaced) critical response to a published literary work you have recently read (the purpose is to demonstrate your own writerly intelligence). All pages should be typed or computer printed, 10 or 12 point typeface, with the pages numbered, and your name at the top right, and please no staples.
- International Students only:
  - Official TOEFL or IELTS scores. (TOEFL IBT minimum 80, IELTS minimum 6.5)
  - Declaration of Finances Form (downloadable from [www.plu.edu/graduate](http://www.plu.edu/graduate), click on “documents and forms”)
  - A copy of your passport photo page

*Note to all Applicants: Official transcript(s) of highest degree earned do not need to be sent with your application. They will be requested of you upon notification of pending acceptance. Students applying with a bachelor’s or master’s degree from an institution outside the US must submit the transcript in the original language, as well as translated into English. Degree equivalency reports are required from a PLU approved evaluation service. (contact [gradadmission@plu.edu](mailto:gradadmission@plu.edu) for more information). Links to PLU approved transcript evaluation services, may be found at [www.plu.edu/graduate](http://www.plu.edu/graduate) under “International Students.”*

*Note to International Applicants: The Declaration of Finances form is not required to be considered for admission, but will be required prior to issuance of a the I-20 student visa document. To expedite admission processing, please consider submitting it with application documents. The Declaration of Finances form may be found at [www.plu.edu/graduate](http://www.plu.edu/graduate) under “International Students.”*

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Please indicate your evaluation of the applicant by checking the appropriate rating:

	EXCELLENT	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	NO BASIS FOR JUDGMENT
Academic knowledge in major field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Practical knowledge/skills in major field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to implement new ideas and techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relating to and working with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability for graduate level study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written command of the English language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral command of the English language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contributions as worker and member of society	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall ranking of applicant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please indicate your evaluation of the applicant by attaching a letter with written comments.

Signature of Respondent \_\_\_\_\_ Date \_\_\_\_\_

**RETURNING THE PLU RECOMMENDATION FORM AND LETTER OF RECOMMENDATION**

Respondents may complete the recommendation process by:

1. Returning the form and letter to the applicant in a sealed envelope.
2. Returning the form and letter to the PLU Office of Admission by mail, email, or fax.
  - a. Mail: PLU Office of Admission  
Graduate Programs  
12180 Park Avenue  
Tacoma, WA 98447
  - b. Email: [gradadmission@plu.edu](mailto:gradadmission@plu.edu)
  - c. Fax: Attn: Graduate Programs  
(253) 536-5136

*We thank you for your time in evaluating this candidate for the Rainier Writing Workshop, Master of Fine Arts in Creative Writing Program at PLU.*



Please indicate your evaluation of the applicant by checking the appropriate rating:

	EXCELLENT	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	NO BASIS FOR JUDGMENT
Academic knowledge in major field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Practical knowledge/skills in major field	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability to implement new ideas and techniques	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Relating to and working with others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Ability for graduate level study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written command of the English language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral command of the English language	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Contributions as worker and member of society	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Integrity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall ranking of applicant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Please indicate your evaluation of the applicant by attaching a letter with written comments.

Signature of Respondent \_\_\_\_\_ Date \_\_\_\_\_

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  - a. Mail: PLU Office of Admission  
Graduate Programs  
12180 Park Avenue  
Tacoma, WA 98447
  - b. Email: [gradadmission@plu.edu](mailto:gradadmission@plu.edu)
  - c. Fax: Attn: Graduate Programs  
(253) 536-5136

*We thank you for your time in evaluating this candidate for the Rainier Writing Workshop, Master of Fine Arts in Creative Writing Program at PLU.*



## LINDA BIERDS and CAROL HOUCK SMITH Graduate Scholarships

Rainier Writing Workshop/Master of Fine Arts in Creative Writing

### Background

Each year Pacific Lutheran University awards scholarships ranging from \$5,000 to \$10,000 to new applicants in the Rainier Writing Workshop. The number and amount of the scholarships vary depending on the qualifications of the candidates. The Linda Bierds scholarship is named for a distinguished poet residing in the Pacific Northwest who has taught for many years in the Rainier Writing Workshop. The Carol Houck Smith scholarship is established in memory of a longtime friend of literature and senior editor at W. W. Norton.

The scholarships are awarded for one year, and renewed for two consecutive years by A) maintaining consecutive enrollment for three years and B) successfully completing the requirements for each year.

### Eligibility

All students applying to the MFA program may be considered for these scholarships.

### Application Procedure

To apply for the Linda Bierds and Carol Houck Smith Graduate Scholarships, please submit:

1. All application materials for the MFA program by January 31. The writing portfolio and personal statement included in the MFA program application will be used to evaluate each candidate for the Linda Bierds and Carol Houck Smith Graduate Scholarships.
2. The Linda Bierds and Carol Houck Smith Graduate Scholarships application form no later than January 31.

### Send Application Materials to:

Office of Admission—Graduate Programs  
12180 Park Avenue South  
Pacific Lutheran University  
Tacoma, WA 98447

Phone: 253-535-7151

Fax: 253-536-5136

Email: [gradadmission@plu.edu](mailto:gradadmission@plu.edu)

### Application Due Date:

January 31

Materials must be postmarked by the due date, or received by email or fax no later than 11:59pm on January 31.



## APPLICATION FORM

LINDA BIERDS and CAROL HOUCK SMITH Graduate Scholarships  
Rainier Writing Workshop/Master of Fine Arts in Creative Writing

Name: \_\_\_\_\_

Beginning Residency: Summer \_\_\_\_\_

Please supply a short answer to the following question: What effect would a scholarship have on your ability to complete the MFA program?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Employer: \_\_\_\_\_

Do you have tuition assistance through your employer? \_\_Y \_\_N

If so, what percent or amount? \_\_\_\_\_

Other financial assistance I expect to receive in order to attend PLU (include information about loans and other aid from all sources): \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

Signature of Understanding

The information on this form is accurate. Also by signing this form, I authorize PLU to verify the above information.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Send Application Materials to:  
Office of Admission—Graduate Programs  
12180 Park Avenue South  
Pacific Lutheran University  
Tacoma, WA 98447

Phone: 253-535-7151  
Fax: 253-536-5136  
Email: [gradadmission@plu.edu](mailto:gradadmission@plu.edu)

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