



OFFICE USE ONLY

Fee paid Date \_\_\_\_\_  
Received by \_\_\_\_\_

## GRADUATE APPLICATION

PLEASE SUBMIT THE \$40.00 NON-REFUNDABLE APPLICATION FEE WITH APPLICATION. MAKE CHECKS PAYABLE TO PLU.

### APPLICATION PROCEDURES

Submit the following to the Office of Admission, Pacific Lutheran University, Tacoma, WA 98447-0003:

1. Graduate Application with a \$40 non-refundable application fee payable to PLU.
2. Official transcripts from all colleges attended. Transcripts must be sent directly from the school to PLU.
3. Please reference Appendix A of this application for a list of additional information and attachments that are specific to each program.

### APPLYING FOR

- |  |   |
|--|---|
| <input type="checkbox"/> Master of Business Administration   | <input type="checkbox"/> Master of Fine Arts in Creative Writing                                    |
| <input type="checkbox"/> Post MBA – Certificate in Technology and Innovation Management                      | <input type="checkbox"/> Master of Arts in Education with Residency Certification                   |
| <input type="checkbox"/> Master of Science in Nursing (BSN prepared only)                                    | <input type="checkbox"/> Master of Arts in Education/Instructional Leadership for Teachers          |
| <input type="checkbox"/> Family Nurse Practitioner   | <input type="checkbox"/> Master of Arts in Education: Principal/Program Administrator Certification |
| <input type="checkbox"/> Care and Outcomes Manager   | <input type="checkbox"/> Principal/Program Administrator Certification only                         |
| <input type="checkbox"/> Master of Science in Nursing: Entry-Level (Non-Nursing Bachelor's Degree graduates) |   |
| <input type="checkbox"/> MSN/MBA (BSN prepared only)   |   |
| <input type="checkbox"/> Master of Arts – Marriage and Family Therapy  |   |

Note: If applying for teacher certification only, or post-baccalaureate Alternative Routes program, please use PLU's "Certification Only: Programs in Education" application.

### PERSONAL INFORMATION

This application is for admission to (check one):  Summer  Fall  January Term  Spring Year: \_\_\_\_\_

1. Full Legal Name: \_\_\_\_\_ 2. Social Security Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
LAST FIRST MIDDLE

3. Former Name: \_\_\_\_\_ 4.  Male  Female  
(if previous academic records under another name)

5. Permanent Address: \_\_\_\_\_  
NUMBER AND STREET CITY STATE ZIP

Home Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Work Phone: ( \_\_\_\_\_ ) \_\_\_\_\_  
(AREA CODE) (AREA CODE)

Mobile Phone: ( \_\_\_\_\_ ) \_\_\_\_\_  
(AREA CODE)

6. Mailing Address: \_\_\_\_\_  
NUMBER AND STREET CITY STATE ZIP

Phone: ( \_\_\_\_\_ ) \_\_\_\_\_  
(AREA CODE)

7. E-Mail Address – Home: \_\_\_\_\_ Work: \_\_\_\_\_

8. Birthdate: \_\_\_\_ - \_\_\_\_ - \_\_\_\_ Birthplace: \_\_\_\_\_ 9. Country of Citizenship \_\_\_\_\_

10. Visa type/classification \_\_\_\_\_

11. Are you:  a PLU employee  a spouse of a PLU employee  a child of a PLU employee

**PLEASE RETURN TO:** Office of Admission  
 Pacific Lutheran University  
 Tacoma, WA 98447-0003  
 Fax (253) 536-5136

*THE INFORMATION FROM QUESTIONS 12-13 ARE FOR STATISTICAL PURPOSES ONLY AND ARE NOT USED IN THE ADMISSION DECISION PROCESS:*

- 12.a. Ethnic Origin: Are you Hispanic or Latino?  Yes  No
- 12.b. Racial Identity: Select one or more from the following races:  
 American Indian or Alaska Native  Native Hawaiian or Other Pacific Islander  
 Black or African American  White  
 Asian
13. Religious preference:  Lutheran; home congregation \_\_\_\_\_ Synod \_\_\_\_\_  
 Baptist  Episcopal  Methodist  Presbyterian  Roman Catholic  Jewish  
 Non-denominational Christian  Other Christian denomination \_\_\_\_\_  
 Other \_\_\_\_\_  Choose not to report

**EDUCATIONAL INFORMATION**

14. List all colleges/universities in order of attendance beginning with the institution from which you received your bachelor's degree (no exceptions).  
 If still enrolled in a college, indicate leaving date: (mo.) \_\_\_\_\_ (yr.) \_\_\_\_\_

INSTITUTION	CITY	STATE	DATES ATTENDED	DATE COMPLETED	DEGREE
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:

- a. \_\_\_\_\_
- b. \_\_\_\_\_
- c. \_\_\_\_\_

**TEST INFORMATION**

Please indicate the tests taken/scheduled to be taken:

- GRE** \_\_\_\_\_ (Nursing applicants only)  **GMAT** \_\_\_\_\_ (Business applicants only)  
DATE DATE
- TOEFL** \_\_\_\_\_ (International/ESL applicants)  **WEST-B** \_\_\_\_\_ (MAE Residency Certification applicants only)  
DATE DATE
- WEST-E** \_\_\_\_\_ (MAE Residency Certification applicants only)
- PRAXIS II** (For Special Education and World Languages only) \_\_\_\_\_ (MAE Residency Certification applicants only)  
DATE

**NOTE:** Official test scores must be provided where such scores are required. No test is required for the Marriage and Family Therapy or Master of Fine Arts in Creative Writing programs.

**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 failure to submit complete official transcripts from all schools, colleges, or universities attended may result in the denial of this application or my 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

## Appendix A: Additional Information / Attachments

All Master Programs require an official transcript from all colleges attended. Transcripts must be sent directly from the school.

### Master of Arts in Education

*MAE with Residency Certification, MAE/Instructional Leadership for Teachers and Principal Certification with MAE option:*

1. For Residency Certification only, a passing score is required on all three sections of the Washington Education Skills Test Basic (WEST-B)
2. For Residency Certification only, a passing score on an appropriate Washington Education Skills Test Endorsement (WEST-E).
3. Résumé: Attach a résumé that includes your employment history; significant academic, professional, and community achievements; honors and awards.
4. Statement of Goals: Submit a statement of educational and professional goals. It should be between 300 and 400 words in length on a separate sheet of paper. Please reference your name on the page.
5. Two Recommendations — One of which is an academic recommendation (For Educational Leadership programs, at least one recommendation should be from a supervising administrator).

### Principal/Program Administrator Certification only:

Must have completed a Master's degree (typically in some area of education) prior to enrollment in this program. Request official transcripts from all previous colleges or universities in which you have earned Master and/or Graduate credits. Submission of a résumé, goal statement, and two letters of recommendation are also required, one of which must be from a supervising administrator. No official test required.

### Master of Arts — Marriage & Family Therapy

1. Résumé: Attach a résumé that includes your employment history; significant academic, professional, and community achievements; honors and awards.
2. Statement of Goals: Submit a statement of educational and professional goals. It should be a maximum of five double-spaced typed pages addressing the following questions:
  - What significant cultural experiences have most influenced your present development and your desire to be a couple and family therapist?
  - What are your professional career goals after completing your degree?
  - What are your strengths that will help you achieve your professional goals?
  - What do you consider to be areas for personal growth that may need the most attention during your training as a therapist at PLU?
3. Two Recommendations — Academic recommendation encouraged.

### Master of Fine Arts in Creative Writing

1. Submit a two-page statement of your background in writing, your goals and reasons for wanting to enroll in the program.
2. Submit a portfolio representing your best work (15 pages of poetry or 30-40 pages of prose). You may send photocopies of published work. In manuscript form, poetry may be single-spaced; prose should be double-spaced.
3. Submit a one-page review of a book you have recently read (or an article or response that demonstrates your critical thinking).
4. Two Recommendations.

### Master of Business Administration

1. Official GMAT test scores.
2. Résumé: Attach a résumé that includes your employment history; significant academic, professional, and community achievements; honors and awards.
3. Statement of Goals: Submit a statement of educational and professional goals. It should be between 300 and 400 words in length on a separate sheet of paper. Please reference your name on the page.
4. Two Recommendations.

*Post MBA Certificate/TIM Applicants:*

Include a completed PLU graduate application, \$40 application fee, résumé, one letter of recommendation and official graduate transcripts.

### Master of Science in Nursing

1. Official GRE test scores.
2. Résumé: Attach a résumé that includes your employment history; significant academic, professional, and community achievements; honors and awards.
3. Statement of Goals: Submit a typed statement of educational and professional goals. The statement should not exceed four pages in length (double spaced). Please reference your name on each page.
4. Two recommendations – Academic recommendation encouraged.
5. Nursing Application Addenda Packet (available from the School of Nursing office and Web site), including:
  - Questions relative to licensure
  - Washington State Patrol Disclosure Affidavit and money order or cashier's check
  - English language proficiency policy and procedures
  - Educational Background and Transfer Credit Policy

**MSN/MBA**

1. Official GRE or GMAT test scores.
2. Résumé: Attach a résumé that includes your employment history; significant academic, professional, and community achievements; honors and awards.
3. Statement of Goals: Submit a typed statement of educational and professional goals. The statement should not exceed two pages in length (double spaced). Please reference your name on each page.
4. Two recommendations – Academic recommendation encouraged.
5. Nursing Application Addenda Packet (available from the School of Nursing office and Web site), including:
  - Questions relative to licensure
  - Washington State Patrol Disclosure Affidavit and money order or cashier's check
  - English language proficiency policy and procedures
  - Educational Background and Transfer Credit Policy



# RECOMMENDATION FOR ADMISSION

*Pacific Lutheran University Application for Graduate Study*

## THIS PORTION TO BE COMPLETED BY APPLICANT

Name of Applicant: \_\_\_\_\_  
LAST FIRST MIDDLE

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

For admission to (check one):  Summer  Fall  January Term  Spring Year: \_\_\_\_\_

### APPLYING FOR:

- |  |   |
|--|---|
| <input type="checkbox"/> Master of Business Administration   | <input type="checkbox"/> Master of Arts – Marriage and Family Therapy                               |
| <input type="checkbox"/> Post MBA – Certificate in Technology and Innovation Management                      | <input type="checkbox"/> Master of Fine Arts in Creative Writing                                    |
| <input type="checkbox"/> Master of Science in Nursing (BSN prepared only)                                    | <input type="checkbox"/> Master of Arts in Education/Instructional Leadership for Teachers          |
| <input type="checkbox"/> Family Nurse Practitioner   | <input type="checkbox"/> Master of Arts in Education with Residency Certification                   |
| <input type="checkbox"/> Care and Outcomes Manager   | <input type="checkbox"/> Master of Arts in Education: Principal/Program Administrator Certification |
| <input type="checkbox"/> Master of Science in Nursing: Entry-Level (Non-Nursing Bachelor's Degree graduates) | <input type="checkbox"/> Principal/Program Administrator Certification only                         |
| <input type="checkbox"/> MSN/MBA (BSN prepared only)   |   |

In compliance with the Family Education Rights and Privacy Act of 1974, effective November 21, 1974, this letter of recommendation, which will be placed in the applicant's admission file, may be reviewed by the applicant upon request unless this waiver has been signed.

Do you waive the right to be shown information on this form which is to be used for graduate admission purposes only, and hereby declare it to be confidential.  Yes  No

NAME OF APPLICANT (PRINT)

SIGNATURE OF APPLICANT

DATE

## THIS PORTION AND THE REVERSE SIDE TO BE COMPLETED BY RESPONDENT

Name of Respondent: \_\_\_\_\_ Date: \_\_\_\_\_

Employer/Organization: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Signature of Respondent: \_\_\_\_\_

What has been your relationship to the applicant? (Check as many as apply)

- Instructor (undergraduate/graduate)  Academic Advisor  Employer/Supervisor  Other (Specify) \_\_\_\_\_

As far as you know, do undergraduate grades give an accurate evaluation of the applicant's academic potential for graduate work?

- No basis for judgement  Grades underrate potential  Grades correctly reflect potential  Grades overrate potential

Please describe the applicant's performance by checking the appropriate box opposite each characteristic:

	EXCELLENT	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	NO BASIS FOR JUDGEMENT
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"/>
Overall ranking of applicant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**Thank you for your assistance.**

Please return to: Office of Admission, Pacific Lutheran University, Tacoma, Washington 98447

Phone: 253-535-7151

Fax: 253-536-5136



# RECOMMENDATION FOR ADMISSION

*Pacific Lutheran University Application for Graduate Study*

## THIS PORTION TO BE COMPLETED BY APPLICANT

Name of Applicant: \_\_\_\_\_  
LAST FIRST MIDDLE

Address: \_\_\_\_\_  
STREET CITY STATE ZIP

For admission to (check one):  Summer  Fall  January Term  Spring Year: \_\_\_\_\_

### APPLYING FOR:

- |  |   |
|--|---|
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NAME OF APPLICANT (PRINT)

SIGNATURE OF APPLICANT

DATE

## THIS PORTION AND THE REVERSE SIDE TO BE COMPLETED BY RESPONDENT

Name of Respondent: \_\_\_\_\_ Date: \_\_\_\_\_

Employer/Organization: \_\_\_\_\_ Position: \_\_\_\_\_

Address: \_\_\_\_\_

Daytime Phone: ( \_\_\_\_\_ ) \_\_\_\_\_ Signature of Respondent: \_\_\_\_\_

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	EXCELLENT	ABOVE AVERAGE	AVERAGE	BELOW AVERAGE	NO BASIS FOR JUDGEMENT
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"/>
Overall ranking of applicant	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

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