

- Completed Online Application** for graduate Admission at BethelU.edu/adult-studies
- Application Fee** of \$75
- Official transcripts:** Transcripts from all undergraduate and graduate institutions including one undergraduate transcript documenting the applicant earned at least a Bachelor of Science degree from a regionally accredited institution (or the equivalent for graduates of foreign institutions).
- Two Professional References:** from current or former employers or professors must be entered in the online application. It is important to enter ALL contact information. At least one reference must be a current/former supervisor or manager. We will NOT accept references from friends, family, or clergy.
- Photo ID:** A valid driver's license, or other form of government-issued ID (such as a passport).
- A Professional Resumé:** The resumé must list educational and work histories. All applicants must have 3+ years of work experience to be considered.
- Essay:** A 500 - 800 word essay on "Why I am pursuing a graduate degree from Bethel University" The final essay is submitted via the online application form.
- All applicants must have a **zero balance with Bethel University** prior to attending classes.
- If applying for Financial Aid, proof of FAFSA submission, Entrance Counseling (EC), and Master Promissory Note (MPN) must be present in your file.

The Academic Review Committee reviews all applications and may:

- Grant admission to the program
- Grant conditional admission to the program
- Deny admission to the program

Admission decisions are final and are not based on any one element in the admissions file. Since cohorts begin throughout the year, applications are considered on a rolling basis. Applicants who are denied admission can re-apply in three months.

*\*Note: there are additional requirements for international applicants and military/veteran applicants. Please consult with your Bethel University representative for details.*