

1. [Application Form](#) and pay [Application Fee](#): Answer each question applicable to you.
2. **Application Essay**: 800 words total, typed. See last page for instructions.
3. **Reference Forms**: All applicants: One church leader reference is required. This person should have known you for at least two years and can speak to your Christian character and growth. **College of Education applicants**: One church leader reference, as described above, as well as one professional (employer, professor, etc.) reference.
4. **Academic Transcripts**: Request official transcripts from your highest earned degree as well as for any course work attempted beyond that at the masters/advanced levels. Official transcripts will be needed for any transfer or prerequisite work. Transcripts should be mailed directly to Graduate and Seminary Admissions. Non-degree-seeking applicants (NDSS) are only required to send official or unofficial copies of their highest earned degree. *Note: Students who have attended a school outside of the United States must have transcripts validated through World Education Services. See information below for details.*
5. **Official Test Scores**: Test scores are based on program choice and undergraduate GPA. Refer to the website catalog to determine what additional testing, if any, is required for admission.

**Entrance Postponement**: If you choose to delay entrance more than one year, you will be required to complete the application process in its entirety.

**IMPORTANT: Evaluation of your application file cannot begin until all of the following items have been received by the admissions office:**

- |                                       |   |  |
|---------------------------------------|---|--|
| <input type="checkbox"/> Application  | <input type="checkbox"/> \$45 application fee | <input type="checkbox"/> Application essay         |
| <input type="checkbox"/> Reference(s) | <input type="checkbox"/> Academic transcripts | <input type="checkbox"/> Test scores (if required) |

**International Citizens only:**

- |  |  |   |
|--|--|---|
| <input type="checkbox"/> TOEFL   | <input type="checkbox"/> Financial certification | <input type="checkbox"/> Educational background |
| <input type="checkbox"/> Proof of residency (permanent residents only) |  |   |

**International Citizens**

International citizens must complete application items 1-5 as well as the following items.

**Academic Transcripts**: Must be validated through World Education Services (WES). The student must request the WES ICAP credential package. If not in English, the transcript must be accompanied by an official English translation.

**World Education Services**

Postal Address:	Courier Address:	(212) 966-6311
Bowling Green Station	64 Beaver Street	(212) 739-6100 Fax
PO Box 5087	New York, NY 10004	www.wes.org
New York, NY 10274-5087		

**Test of English as a Foreign Language (TOEFL)**: A minimum score of 79 (100 if applying for TEFL) is required on the TOEFL iBT exam. The computer and paper exams will also be accepted, with a minimum score of 213 (250 if applying for TEFL program) on the computer and a minimum score of 550 (600 if applying for TEFL program) on the paper exam. The TOEFL is available through the American Consular Office. Our TOEFL code is 5116. The TOEFL is waived if you have completed a degree in which English was the medium of instruction. You must complete the Educational Background form however.

**Educational Background**: Fully complete the International Educational Background form. Directions are on the back of the form.

**Financial Certification of Funds**: The United States Immigration and Naturalization Service require proof of finances for international citizens. Complete the Financial Certification form in its entirety. You, and/or any sponsors, must include a statement from your bank that certifies the funds listed. If accepted, you must send a deposit to receive an I-20 to obtain your visa (see Financial Certification information). *Please note: The school is not able to grant full scholarships or put prospective students in touch with potential supporters in the U.S.*

## Application Essay

**If you are applying to CIU for the first time, submit a typed response to the following questions, 800 words total, not per question. Your essay will be reviewed as a summary of your walk with Christ and as a writing sample. Use appropriate grammar and critical thinking, answering the questions as they are asked.** *Note: the essay and its contents are used as a factor in the admission of all applicants. You may mail, email, or fax your essay to our office.*

1. Using Scripture references, explain God's plan of salvation as revealed in the Bible.
2. Explain the circumstances of your conversion to Christ.
3. Describe specific relationships, circumstances and events God has used to teach you and help you grow in your faith.
4. Describe your current disciplines of Bible study and prayer, both personally and within your local church.
5. Since CIU is dedicated to preparing students to become world Christians who serve God with excellence in a variety of roles, please share what you believe to be God's vocational/ministry calling on your life and why you have chosen to apply to CIU.

*Add any additional information you would like us to consider as we evaluate your application.*

**If you were previously enrolled at CIU, submit a typed response to the following questions, 500 words total, not per question.**

1. Explain your reason for leaving CIU and tell us what you have been doing since you were a student here.
2. Describe your current disciplines of Bible study and prayer, both personally and within your local church.
3. What are your vocational and/or ministry goals and your understanding of God's direction for your future? How will further study at CIU contribute to the achievement of these goals?

*Add any additional information you would like us to consider as we evaluate your application.*

### **Columbia International University | Seminary and Graduate Admissions**

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*Columbia International University admits students of any race, color and national or ethnic origin.*