International Admission Application Check-List

☐ **Admission Application** – Applications require a $75 fee and may be completed online at http://woodbury.edu/admissions or mailed to the office of admissions:

Woodbury University
Office of Admissions
7500 Glenoaks Blvd.
Burbank, CA 91510

☐ **Academic Records** – Official secondary school (or final examination results) and all college/university transcripts with a copy of all graduation certificates/diplomas, must be submitted to the office of admissions or mailed directly from the issuing institution(s). Please provide certified English translations of all academic records if not issued in English.

☐ **English Proficiency** – the following examinations are accepted for completion of the English language requirement:

Undergraduate programs		Graduate Programs	
TOEFL ibt	61	TOEFL ibt	80
TOEFL Paper	500	TOEFL Paper	550
IETLS	6.0	IELTS	6.5
ITEP	4.0	ITEP	5.0

The English Proficiency requirement may be waived with completion of College level English Composition completed with a grade of 'C' or better at regionally accredited colleges and universities.

☐ **Financial Statement** – Official bank statement with the following minimum balance (based on estimation of one year of full-time studies with living expenses, required for issuing I-20 and F-1 student VISA).

Bachelor of Architecture & Interior Architecture	$47,000 USD
Bachelor of Arts/Science	$45,000 USD
Master of Business Administration	$38,000 USD
Master of Organizational Leadership	$29,000 USD
Master of Architecture	$51,000 USD

☐ **Passport** – A copy of the student's valid passport must be submitted. Please submit a copy of current US Visa if applicable.

☐ **Portfolio (Design Majors Only)** – A collection of your artistic work in any desired format for students applying for any of the design majors. Not required for freshman admission. Portfolios are reviewed by designated faculty to studio placement.

☐ **Personal Statement** – An essay, minimum 500 words, in a topic of your choice.

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☐ **Letters of Recommendation** – Three letters of recommendations from instructors, academic counselors, or employers.

☐ **Supplemental Documents for Graduate Admission:** Please review the admission requirements for each graduate program, attached to each graduate program admission application (available online at http://woodbury.edu/admissions/

☐ **Contacting your Admission Counselor -** For assistance with your admission application, admission requirements, or any other admission questions, please contact:

Alvira Chernichovski
Assistant Director of Admissions/International Admissions
Phone: 818-252-5268
E-Mail Alvira.Chernichovski@woodbury.edu