

graduate application and admission requirements

application form

All applicants are required to submit a completed application form together with their supporting documents.

application fee

For domestic applicants, a \$60 [USD] fee must accompany the application form; for international applicants, a \$75 [USD] fee must accompany the application form. Payment of this fee may be made with a check or money order payable to Woodbury University.

academic transcripts

Official transcripts from all schools attended are required, regardless of credit received or courses completed. International students must submit certified and/or official copies of their academic records with English translations. These items must be submitted sealed [unopened] to the office of admissions or mailed directly from the school.

interview

An interview, by person or by phone, is required. **Once all application material is submitted**, contact the School of Architecture (at the respective campus phone numbers listed above) to make arrangements.

letters of recommendation

Three letters of recommendation, attesting to the applicant's academic achievements or professional experience, written by academic or professional personnel, counselors, supervisors, or teachers, are required for all graduate applicants. The letters should be submitted on the sender's letterhead and signed into a sealed [unopened] envelope.

portfolio

All graduate applicants are required to submit a portfolio of creative work conveying the scope of their design sensibilities. The work can be both educational and professional. Portfolios should be no larger than 9x12 inches and no smaller than 5x7 inches. Although bound and printed submissions are preferred, CD's or DVD's will be accepted. We will not accept work submitted on slides. If you would like your portfolio returned, include a self-addressed envelope with sufficient postage affixed. Unclaimed portfolios will be discarded. Refer to architecture.woodbury.edu for portfolio details.

resume

All graduate applicants are required to submit a resume or curriculum vitae. This information should list the applicant's academic research, professional experience, or published works.

statement of purpose

This one-to-two page essay should describe the applicant's educational and/or professional background and his/her reason for pursuing a graduate architectural education at Woodbury University School of Architecture. Applicants to the MIA and MSArch program should articulate and outline a research agenda(s) which they wish to pursue in the program.

test scores

Applicants to the professional Master of Architecture programs with an undergraduate GPA less than 3.0 are required to submit test results from the Graduate Record Exam General Test [GRE]. For more information on the GRE, go to www.ets.org/gre. Students should take exams no later than January of the application year.

international students

certified bank affidavit

The international applicant must provide a certified bank affidavit for each source of funds, including personal funds. This requirement is set by the United States Citizenship and Immigration Services [USCIS] and must be met before any university is permitted to issue an I-20. The Bank Affidavit may be submitted in the form of an ORIGINAL bank statement [checking and/or savings account] issued within the last six months. Photocopies of original documents cannot be accepted. All documents must be original and translated into \$ [USD].

english language proficiency

Demonstration of proficiency in the English language is required for admission to Woodbury graduate programs. Applicants should request that an official copy of their TOEFL [Test of English as a Foreign Language] or IELTS [International English Language Testing System] scores be sent by the affiliated organization to Woodbury University's Office of Admissions. The minimum TOEFL score for admission is 550 [paper-based] | 220 [computer-based] | 83 [internet-based]. The minimum IELTS score for admission is a 6.5. For more information on these two testing systems, please visit www.toefl.org or www.ielts.org.

credential evaluation report

Include an official Credential Evaluation Report from a NACES approved agency. For a list of NACES approved agencies, please visit www.naces.org.

passport - and / or - current visa

Include a copy of the student's passport and visa in the application submittal.

3YR MArch office of admissions
 2YR MArch 7500 glenoaks boulevard
 1YR MSArch los angeles california 91510
 3YR MIA 818.252.5121
 2YR MIA

graduate program office 3YR MArch
 2212 main street 2YR MArch
 san diego california 92113 1YR MSArch
 619.235.2900 1YR MRED

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Fill out the check-list under the program to which you are applying:

| | graduate MArch [3-year] | graduate MArch [2-year] | graduate MIA [3-year] los angeles only | graduate MIA [2-year] los angeles only | graduate MSArch [1-year] | graduate MRED [1-year] san diego only |
|--------------------------------------|-------------------------------------|-------------------------------------|--|--|------------------------------|---------------------------------------|
| application form | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| application fee | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| academic transcripts | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| letters of recommendation | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| portfolio | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| resume | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| statement of purpose | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |
| research agenda | <input checked="" type="checkbox"/> | <input checked="" type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input checked="" type="checkbox"/> |
| test scores | <input type="checkbox"/> gre | <input type="checkbox"/> gre | <input type="checkbox"/> gre | <input type="checkbox"/> gre | <input type="checkbox"/> gre | <input type="checkbox"/> gre |
| international applicant requirements | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> | <input type="checkbox"/> |

pick your campus: los angeles san diego

application year: _____

emphasis: architecture and civic engagement center (los angeles) rome center for architecture and culture (los angeles)
 arid lands institute (los angeles) urban policy center (los angeles)
 julius shulman institute (los angeles) independent emphasis (los angeles / san diego)
 landscape and urbanism (san diego)

personal information

first name _____ middle initial _____ last name _____

preferred . or previous name [if applicable] _____

social security number _____ date of birth _____

street address _____

street address line 2 [optional] _____ apartment or suite _____

city _____ state _____ zip code _____

country _____ day phone _____

evening phone _____ fax _____

e-mail _____

mailing address [if different from address at left]

street address _____ apartment or suite _____

city _____ state _____ zip code _____

country _____ day phone _____

evening phone _____ fax [optional] _____

e-mail _____

country of citizenship _____

country of birth _____

if not a US citizen, are you a permanent resident of the US? [ie. a green card holder] _____

do you have a US visa? _____ if yes, what is the visa type? _____ how long have you resided in the US? _____

optional personal data

gender male female other

marital status single married other

with which ethnic group[s] do you most closely identify?

african american | non-hispanic asian or pacific islander hispanic decline to state

american indian | alaskan native white | non-hispanic other

primary language spoken at home : _____

guardian | spousal information [please indicate to whom you are married or, if applicable, your legal guardian or sponsor]

| name | relationship | name | relationship |
|----------------|--------------------|----------------|--------------------|
| street address | apartment or suite | street address | apartment or suite |
| city | state country | city | state country |
| zip code | | zip code | |
| phone | college degree | phone | college degree |
| occupation | employer | occupation | employer |

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family data

please list any relatives who currently attend or have attended woodbury university.

| name | relationship | year graduated |
|------|--------------|----------------|
| | | |
| | | |
| | | |

academic profile

grade point average

| 4.00 scale unweighted | class rank class size | out of # semesters |
|-------------------------|-------------------------|--------------------|
| | | |

my school does not rank students

my school has a different rank system

GRE

| subject | score | test date |
|---------|-------|-----------|
| subject | score | test date |
| subject | score | test date |

TOEFL | IELTS

| toefl ielts score | test date |
|---------------------|-----------|
| | |

| i am registered to take the toefl ielts | test date |
|---|-----------|
| | |

educational background

| high school | location | date graduated or earned ged |
|-------------|----------|------------------------------|
| | | |

| college university | location | from to | major | dates attended | degree |
|----------------------|----------|-----------|-------|----------------|--------|
| | | | | | |

| college university | location | from to | major | dates attended | degree |
|----------------------|----------|-----------|-------|----------------|--------|
| | | | | | |

| college university | location | from to | major | dates attended | degree |
|----------------------|----------|-----------|-------|----------------|--------|
| | | | | | |

| college university | location | from to | major | dates attended | degree |
|----------------------|----------|-----------|-------|----------------|--------|
| | | | | | |

employment background

| position title | company | employment dates |
|------------------|---------|------------------|
| | | |

| position title | company | employment dates |
|------------------|---------|------------------|
| | | |

| position title | company | employment dates |
|------------------|---------|------------------|
| | | |

| position title | company | employment dates |
|------------------|---------|------------------|
| | | |

| position title | company | employment dates |
|------------------|---------|------------------|
| | | |

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awards

please list any academic awards | honors you have earned.

| award honor | college organization | year achieved |
|---------------|------------------------|---------------|
| | | |
| | | |
| | | |
| | | |

activities

please list your school, college or community activities.

| activity position | college organization | year |
|---------------------|------------------------|------|
| | | |
| | | |
| | | |
| | | |

have you previously applied to woodbury university? if yes, when?

have you spoken with a woodbury representative? if yes, who, when, and where?

how did you first learn about woodbury university?

please list the other institutions to which you are applying.

mailing instructions

Mail Los Angeles campus applications to the Los Angeles address and San Diego campus applications to the San Diego address.

I certify that all of the information included in this application and the documents submitted to complete my admission application to Woodbury University are true and correct, and that all institutions I have attended are listed. I also understand that my admission is subject to verification of graduation and is contingent upon satisfactory completion of all current course work prior to enrollment. In the event of admission to Woodbury University, I understand that false or misleading information given in my application may result in disqualification from admission or enrollment into any given program.

deadlines

For annual deadline information, refer to architecture.woodbury.edu or speak with an admissions counselor.

applicant signature

Woodbury University does not discriminate on the basis of race, national or ethnic origin, sexual preference, or physical disability in the administration of its admission and educational policies, scholarship and loan programs, and other university administered programs. It does not discriminate on the basis of sex in educational programs or activities that it operates.

date