



Online Graduate Education Programs

- ♦Master's – Instructional Technology
- ♦Instructional Technology Specialist Certification
- ♦Master's – Secondary Education
- ♦OATCERT
- ♦Master's – Special Education
- ♦Special Education Certification

Admissions Checklist

Use Checklist to complete Admissions file and submit to address/fax number below:

<input type="checkbox"/>	Completed Application
<input type="checkbox"/>	Application fee (\$35)
<input type="checkbox"/>	<p>Order Official Transcripts from ALL Previously Attended Colleges. Also include official transcripts for any graduate degree or coursework previously completed.</p> <ul style="list-style-type: none"> • Order official/sealed copies of transcripts from ALL previously attended colleges. Have each transcript sent to the Online Processing Center (address below). Saint Joseph's requires an official transcript from EACH school you have earned academic credit as well as transcripts for CLEP and Dantes exams. <p>Example, if you attended "A" School, transferred to "B" school and graduated from B, you will need transcripts from both A and B schools. If you transferred from B school to C school, you will need A, B, and C transcripts.</p>
<input type="checkbox"/>	<p>Personal Statement/Letter of Intention (1-2 pages, typed)</p> <ul style="list-style-type: none"> • Letter of intention outlining your professional goals and educational objectives for attending the program of choice.
<input type="checkbox"/>	Two (2) Letters of Recommendation from former professors and/or employers
<input type="checkbox"/>	WES transcript evaluation – (International applicants only)
<input type="checkbox"/>	Affidavit of financial support - (International applicants only)
<input type="checkbox"/>	TOEFL for international applicants whose native language is not English - (International applicants only)

Send ALL documents to the Online Admissions Processing Center in Maitland, FL

Do NOT mail application materials to Saint Joseph's University address in Philadelphia, PA.

Saint Joseph's University Online Processing Center

851 Trafalgar Court – Suite 420

Maitland, FL 32751

Toll Free 866-758-7670

Email: online@sju.edu

Toll Free Fax 866-758-7659

www.sju-online.com

Applicants for admission must possess a bachelor's degree from an accredited institution and give evidence of the ability and preparation necessary for the satisfactory completion of graduate work. Specific requirements differ among the programs and students are advised to consult the appropriate program descriptions in the Saint Joseph's University Graduate Catalog. All documents submitted become the property of the University and cannot be returned or transferred.