





two quarter hours (or one semester hour) or more were completed including study abroad and college coursework completed in high school.

- The applicant is responsible for obtaining all transcripts. Applicants who have earned a degree outside the U.S. must submit transcripts accompanied by certified English translations, if not normally issued in English. DU students and alumni do not need to provide DU transcripts.
- Official study abroad transcripts are required unless the course titles, grades and credit earned abroad appear on another transcript. Transcripts from outside of the U.S. are evaluated by the Office of International Student Admission. This process can take three to four weeks and must be complete by the program’s stated deadline. Therefore, applicants with a degree from outside of the U.S. are encouraged to apply early. Applicants educated outside the U.S. are encouraged to contact the Office of Graduate Studies for assistance regarding transcript-related materials.
- The University of Denver will consider electronic transcripts official from a domestic institution provided by the following approved agencies: Army/ American Council on Education Registry Transcript System (AARTS); Docufide/Parchment; National Student Clearinghouse; Naviance; Royall and Company; and Scrip-Safe.
- Paper Transcripts should be sent to the following address  
University of Denver  
Office of Graduate Studies  
Mary Reed Building, Room 5  
2199 S. University Blvd.  
Denver, CO 80208-4802

Electronic transcripts should be sent to [gradinfo@du.edu](mailto:gradinfo@du.edu).

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- Official scores from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS) are required of all graduate applicants, regardless of citizenship status, whose native language is not English or who have been educated in countries where English is not the native language. Applications will not be processed until the required TOEFL or IELTS score is received. The TOEFL and IELTS scores are valid for two years from the test date. The minimum TOEFL score accepted by the Josef Korbel School of International Studies is 95 (iBT) or 587 (paper-based). The institution code for the University of Denver is 4842. The minimum IELTS score accepted by the University is 7.0. Graduate Teaching Assistants (GTAs) must demonstrate fluency in spoken English by scoring a 26 on the TOEFL speaking section or 8.0 on the IELTS speaking section. Please see the Graduate Policy Manual for complete English language proficiency



requirements.

- Applicants may be exempted from English proficiency test requirements if by the time of matriculation they have earned a post-secondary degree from a formally- recognized/accredited university where the language of instruction and examination is English. Such applicants may be exempt from the TOEFL/ IELTS requirement but not from other standardized graduate entrance examinations. There are no exemptions for graduate teaching assistants.
- Students whose native language is not English and who are required to submit TOEFL/IELTS scores will be assessed by the University of Denver English Language Center (ELC) prior to matriculation.

7 VIEW R U H V

- Applicants must take either the GRE General Test or the GMAT and submit the scores to the University of Denver. DU's ETS Institution Code is 4842.

3 H U 6 W D D O H P H Q W

- In 500-700 words, answer all of the following questions:
- What is your career goal upon completing your graduate degree and what are your longer-term career goals?
- Explain why you have chosen to pursue a graduate degree and how the degree program you have chosen will prepare you to reach your specific career goals.
- What skills and previous experiences have helped position you to reach your career goals and how will the Josef Korbel School help you achieve these goals?

5 H V X P 8 .

- A resume or C.V. is required. This should include work experience, research, and/or volunteer work. The resume should be submitted via upload through the online application process.

5 H F R P P H H Q V G W M U L R Q

- Two letters of recommendation are required. Letters should be solicited and uploaded by recommenders through the online application system. Requests for letters should be sent to recommenders well in advance so the letters are on file by the application deadline.

**Financial Support**

- To be considered for financial support, domestic applicants should apply early and submit the Free Application for Federal Student Aid (FAFSA) by the priority





including transcripts must be on file in the Office of Graduate Studies, by the program's stated deadline: January 15. The doctoral admits for the fall quarter only.

- A \$65 non-refundable application fee is required for an application to be processed. Application fee waivers are available for McNair Scholars.

### **Course and Degree Prerequisites and Requirements**

- Applicants must earn and submit proof of earning the equivalent of a baccalaureate degree from a regionally accredited institution prior to beginning graduate coursework at DU.

#### 7 U D Q V F U L S W V

- Applicants are required to submit an official transcript from each post-secondary institution they have attended, or are presently attending, where two quarter hours (or one semester hour) or more were completed including study abroad and college coursework completed in high school.
- The applicant is responsible for obtaining all transcripts. Applicants who have earned a degree outside the U.S. must submit transcripts accompanied by certified English translations, if not normally issued in English. DU students and alumni do not need to provide DU transcripts.
- Official study abroad transcripts are required unless the course titles, grades and credit earned abroad appear on another transcript. Transcripts from outside of the U.S. are evaluated by the Office of International Student Admission. This process can take three to four weeks and must be complete by the program's stated deadline. Therefore, applicants with a degree from outside of the U.S. are encouraged to apply early. Applicants educated outside the U.S. are encouraged to contact the Office of Graduate Studies for assistance regarding transcript-related materials.
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  - Applicants may be exempted from English proficiency test requirements if by the time of matriculation they have earned a post-secondary degree from a formally- recognized/accredited university where the language of instruction and examination is English. Such applicants may be exempt from the TOEFL/ IELTS requirement but not from other standardized graduate entrance examinations. There are no exemptions for graduate teaching assistants.
  - Students whose native language is not English and who are required to submit TOEFL/IELTS scores will be assessed by the University of Denver English Language Center (ELC) prior to matriculation.

### **Test Scores**

- Official Graduate Record Examination (GRE) scores which have been taken within the last five years are required. The University of Denver's ETS Institution Code is 4842.

### **Personal Statements**

- In 750-1,000 words, answer all of the following questions:
  1. Your career goals and objectives.
  2. A potential topic for your dissertation.
  3. The faculty from the Josef Korbel School with whom you wish to work and why.

### **Resume / C.V.**

- A resume or C.V. is required. This should include work experience, research, and/or volunteer work. The resume should be submitted via upload through the online application process.

### **Recommendation Letters**



- Three letters of recommendation are required. Letters should be solicited and uploaded by recommenders through the online application system. Requests for letters should be sent to recommenders well in advance so the letters are on file by the application deadline.

### Writing Sample

- Submit an approximately 20 page writing sample through the online application process.

### Financial Support

- To be considered for financial support, domestic applicants should apply early and submit the Free Application for Federal Student Aid (FAFSA) by the priority deadline; February 15. Information about financial aid can be found on the [Office of Financial Aid](#) website. International students are not eligible for federal financial aid.
- To receive priority consideration for merit-based scholarships, we strongly encourage you to apply to the Josef Korbel School prior to the application deadline (November 1 for winter admission and January 15 for autumn admission).

### Application Status

- We encourage you to be actively engaged in the admission process. You can check your [application status online](#). Applicants will receive login information post application submission.

### Contact Information

Mail official transcripts and any supplemental admission materials not submitted with the online application to:

University of Denver Office of  
Graduate Studies  
Mary Reed Building, Room 5  
2199 S. University Blvd.  
Denver, CO 80208-4802

Electronic transcripts should be sent to [gradinfo@du.edu](mailto:gradinfo@du.edu).

For more information call (303) 871-2706.

### International Applicants

- For complete international applicant information, please visit the Office of Graduate [Studies International Student Application Information](#). International applicants are strongly encouraged to have their applications complete, with all materials on file in the admission office, at least eight weeks prior to the program's application deadline.



The [Graduate Policies and Procedures](#) provides complete details regarding admission requirements.