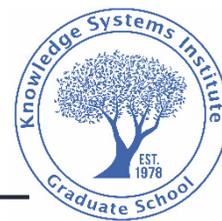


GRADUATE APPLICATION CHECKLIST



Admissions Statement

Knowledge Systems Institute offers the prospective graduate student the opportunity to enhance his/her undergraduate degree by completing a career-focused master's degree program. It is expected that a candidate for admission to graduate study at the Institute was academically successful at the undergraduate level and is now ready to move on to a successful graduate-level experience. The Institute offers admission to the most qualified applicants into each program. Students are reviewed on the basis of profile material required for admission consideration. Admission criteria and requirements are subject to change.

Master's in Computer and Information Sciences (New and Transfer)

- Hold a bachelor's degree from a regionally accredited college or university [submit diploma copy]
- Submit a completed application for graduate admission
- Submit official transcripts from each college or university attended [e-transcript or sealed paper transcript accepted]
- A minimum undergraduate GPA of 2.75 on a 4.0 scale
- Provide three letters of recommendation

International Applicants must also submit the following:

- WES Evaluation of Degree (if bachelor's degree was not issued in the United States)
- Photocopy of Visa Page (if applicable)
- Photocopy of Passport Page
- Photocopy of all I-20s issued (F-1 students only)
- Financial Documents (F-1 students only) [must show \$20,000 USD; cannot be older than 6 months]
- Evidence of English Proficiency (waived if US Degree was earned); minimum IELTS band of 6.5 or TOEFL score of 80 iBT

Master's in Computer and Information Sciences (applicants who hold a Graduate Degree)

- Hold a master's degree from a regionally accredited college or university [submit diploma copy]
- Submit a completed application for graduate admission
- Submit official transcripts from each college or university attended [e-transcript or sealed paper transcript accepted]
- A minimum undergraduate GPA of 2.75 on a 4.0 scale
- Provide three letters of recommendation
- Computer Science Degree Holders:* Submit a two-page statement of purpose describing academic/professional background and reason for applying to the program

International Applicants must also submit the following:

- WES Evaluation of Degree (if master's degree was not issued in the United States)
- Photocopy of Visa Page (if applicable)
- Photocopy of Passport Page
- Photocopy of all I-20s issued (F-1 students only)
- Financial Documents (F-1 students only) [must show \$20,000 USD; cannot be older than 6 months]
- Evidence of English Proficiency (waived if US Degree was earned); minimum IELTS band of 6.5 or TOEFL score of 80 iBT

Submitting Transcripts

All applicants must submit official transcripts from each college and university attended in the United States. Applicants have the option to submit paper transcripts or e-transcripts directly from the school.

Submitting Letters of Recommendation

All applicants must submit three letters of recommendation. Letters of recommendation should be submitted from individuals who are able to assess your academic and/or career achievements and potential. Recommenders may include professors or employers, but may not include family members or personal friends. At least one letter of recommendation must be from a faculty member of your previous college or university. Please ask your recommenders ahead of time if they are willing to write you a letter of recommendation.

Submitting Professional Statement (for applicants who hold a Computer Science Graduate Degree)

Your professional statement should be written in essay format and should include discussion of your reasons for pursuing your second graduate study, your academic background, your research interests (if applicable), relevant professional experience or related accomplishments to date, and your career goals. A typical statement is between 500-2000 words in length.