

**The Graduate School**  
1501 W. Bradley Ave.  
Peoria, IL 61625

**BRADLEY**  
UNIVERSITY

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## Application Check-off List for International Students

Graduate study is open to any student who holds a bachelor's degree, or the international equivalent, from a regionally accredited college or university.

Unconditional admission is granted to the student who has achieved an overall grade point average (GPA) of 2.5 on a 4.0 scale and an average of not less than 2.75 in courses considered to be the student's major area of study. Applicants falling below this GPA may be considered for conditional admission on the basis of a combination of other factors including, but not limited to, scores on standardized tests, preparation at the undergraduate level, quality of work, recommendations and other relevant factors. Students admitted conditionally will be informed in their admission letter of the conditions they must satisfy to remove the conditional status. Students cannot receive financial assistance, nor can they graduate until the conditional status is removed.

All application requirements are listed below. Individual programs may require additional application materials; please refer to the Programs section of the Graduate Catalog for these requirements. Applicants must submit all documents to complete their application to:

The Graduate School  
Bradley University  
1501 W. Bradley Ave.  
Peoria, IL 61625  
USA

### Admission Requirements for International Degree-Seeking Applicants

**Application Form**

**Application Fee**

A non-refundable application fee of \$50, payable by check or money order to Bradley University, must accompany the Application Form. Applications will not be considered until the fee has been received.

**Essays**

Please submit brief responses to the following:

1. Explain achievements and work experience that you consider relevant to your interest in and capacity for graduate study.
2. Briefly state your career objectives, and how the graduate program you have selected will assist you in attaining these goals.

**Transcripts and Proof of Degree**

Two official transcripts, sent directly from all post-secondary institutions attended, are required. Bradley alumni need not provide Bradley transcripts. Further explanation of transcript requirements is listed below.

**Letters of Recommendation**

Two letters of recommendation should be sent directly to the Graduate School from individuals who can comment on the applicant's potential for success in a graduate program. Some programs require additional or specific letters of recommendation. Please refer to the Graduate Catalog. Forms are available at [www.bradley.edu/grad/forms](http://www.bradley.edu/grad/forms).

**Resume**

The resume is not required by all programs, but is very helpful in making admissions decisions and financial aid awards. A resume is required for students applying for assistantships.

**Standardized Test Scores (GRE, GMAT, or MAT)**

Applicants must have test scores sent directly to the Graduate School by the testing agency. Please check the Graduate Catalog to determine which test is required by the program you wish to pursue. Bradley's institutional code for score reporting is 1070.

## **Additional Admission Requirements for International Applicants**

### **Transcripts, Marksheets and Proof of Degree**

Two official transcripts, sent directly from all post-secondary institutions attended, are required.

In the United States, a transcript is the name given to the official university report that lists the subjects, grades, dates of attendance and other information reflecting a student's academic performance in a specific university. In the US, a transcript is considered official only when it has been prepared by the registrar's office and submitted in a sealed envelope to another given office.

Two sets of official copies of transcripts, academic records, or university mark sheets should be sent directly from the academic institution (normally the registrars office) to the Graduate School at Bradley University. Transcripts should reflect subjects and examination results on a year-by-year or semester-by-semester basis. Transcripts in a language other than English must be accompanied by an official translation. An explanation of the grading system should be included, if not noted on the document. A rank in class, or a student's position in relation to other students, is helpful. Certification of the degree and the date the degree was awarded is required as a separate document, unless this information is indicated on the "transcript" itself.

Note: **Applicants from India, Pakistan, Bangladesh** or any country using statements of marks, memorandum of marks, mark sheets, etc., are required to submit official (attested) copies of their annual and semester mark sheets from every examination session for all subjects passed, failed and repeated. These documents must be provided by the university registrar's office and mailed directly to the Graduate School. Consolidated mark sheets are not accepted. Transcripts prepared by the college or institute where the study has been completed are not accepted in place of university mark sheets. On a temporary basis we will accept university mark sheets that have been attested by the college or institute, if they are stamped, signed and submitted in a sealed, official envelope and prepared by an authorized official of the institution.

### **English Language Proficiency (all non-native English-speaking applicants)**

Applicants whose native language is not English are required to provide proof of English language proficiency as demonstrated by a score of 550 on the Test of English as a Foreign Language (TOEFL) or by a score of 6.5 on the International English Language Testing System (IELTS). Exemption from the TOEFL will be considered for applicants with a U.S. degree or those from a country in which the official language is English. Bradley's institutional code for score reporting is 1070.

### **Passport ID pages (International F-1 students only)**

### **Financial Certification (International F-1 students only)**

International applicants intending to enter the United States on an F-1 (student) visa are required to document the availability of funds to support their education and living costs for the extent of their program (two years). Fees and expenses are subject to change without notice. Required documentation includes:

1. A Financial Information and Certification form, available on the website at [www.bradley.edu/grad/forms](http://www.bradley.edu/grad/forms).
2. A notarized Affidavit of Support from your financial sponsor stating the intent/ability to provide at least US \$19,000 each year for two years.
3. An official bank statement (letter) indicating a current account balance of no less than US \$19,000 must be submitted to the Graduate School. Capacity (capability) statements, solvency statements and accountancy reports are not accepted.