



SCHOOL OF ARTS AND SCIENCES

MASTER OF PUBLIC POLICY & ADMINISTRATION (MPPA)

APPLICATION CHECKLIST

Domestic Applicant	International Applicant	Admission Requirements
✓	✓	Official Transcripts
✓	✓	Competitive GRE scores *waived if applicant has graduate degree
✓	✓	2 letters of recommendation-1 from a professor, and 1 personal reference from an individual that can judge the applicant's ability to be successful in the public policy or nonprofit sector.
✓	✓	Goal Statement – 250-300 words describing the applicant's goals and interest in the program.
✓	✓	Work history verification in the areas of public policy or nonprofit of 1-2 years from the applicant's employer.
	✓	English Proficiency – TOEFL ibt 79, or IELTS 6.5, or ELS Level 112, or Pearson PTE 53
	✓	Official transcript evaluation from an approved evaluation service (UST prefers any NACES accredited service or SDR)

PRIORITY DEADLINES:

Spring – December 1: international, December 15: domestic

Summer – April 1: international, April 15: domestic

Fall – July 1: international, July 15: domestic

In order for transcripts to be considered official, transcripts must be sent directly to the Office of Graduate Admissions by the student's degree-awarding institution. Transcripts issued to the student are also considered official only if the documents are in a sealed envelope.

All materials required for application must be addressed to:

University of St. Thomas | Office of Graduate Admissions | 3800 Montrose Blvd., Houston, TX 77006
 Phone: 713-942-3403 | Fax: 713-525-3558 | gradadmissions@stthom.edu | stthom.edu/gradadmissions