



Application Materials Checklist

Graduate Certificate in Leadership and Ethics

Application Deadlines:

December 1 for Spring

May 1 for Summer

June 1 for Fall Semester

All materials not submitted electronically at the time of the application should be placed together in a packet and submitted by mail or in person at one time after the application has been submitted. Please leave sealed items in their original envelopes when putting them in the packet.

<input type="checkbox"/>	Online Graduate Application – There is a non-refundable \$60 application fee. http://www.kennesaw.edu/graduate/admissions/onlineapplication.php
<input type="checkbox"/>	Transcripts – Official transcripts from EACH College and/or University you have attended. Must be in sealed envelope from the institution.
<input type="checkbox"/>	GRE Score Report – Request that your scores be sent electronically to KSU (school code 5359). No department code is necessary. -OR- GMAT Score Report - Request that your scores be sent electronically to KSU. -OR- LSAT Score Report – Request that an official paper report be sent to KSU. Note: Applicants may make a formal request to waive this requirement only when the applicant has completed another graduate degree program and an appropriate transcript is submitted in support of the request.
<input type="checkbox"/>	Resume - Can be uploaded into the online application.

International Students (Visa and Green Card holders) for additional requirements, please visit:
http://www.kennesaw.edu/graduate/admissions/international_admissions.php

Final admission decisions may be based on a combination of factors, including academic degrees and records, the statement of purpose, letters of recommendation, test scores, and relevant work experience. Also considered are the appropriateness of the applicant's goals to the degree program in which they are interested and to the research interests of the program's faculty. In addition, consideration may be given to how the applicant's background and life experience would contribute significantly to an educationally beneficial mix of students.

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Phone: 470-578-4377 • Fax: 470-578-9172 • www.kennesaw.edu/graduate/admissions