a tradition of boldness
PACIFIC SCHOOL of RELIGION

OFFICE of RECRUITMENT and ADMISSIONS
PACIFIC SCHOOL of RELIGION
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Application Instructions and Requirements

The application information on this page is for all PSR programs except the GTU Common Master of Arts. Application instructions and requirements are subject to change.

PSR offers rolling admissions, and applications are accepted throughout the year. Please note that once your application is complete, the review process takes two to six weeks. Applications submitted less than six weeks prior to the beginning of the semester may not be processed in time and may be considered for the following semester.

PRIORITY DEADLINES

Fall admission: February 1
Spring admission: November 1

International students are encouraged to apply for fall admission.
Candidates whose applications are complete (see application checklist below) by the priority deadlines receive priority consideration for housing, financial aid, and scholarships.

APPLICATION CHECKLIST

All application materials, including transcripts and reference letters, must be submitted in English. Applications are not considered complete and will not be reviewed until the following are submitted:

- ❑ **Admissions application**
- ❑ **Application fee of $50 USD** (non refundable) payable to Pacific School of Religion
- ❑ **Personal statement** addressing application questions specific to your program
- ❑ **Sealed, official transcripts** from every academic institution attended for all classes taken, whether a degree was completed or not, including colleges, universities, seminaries, and professional schools. Sealed transcripts may be submitted with your application or sent directly to PSR from the school. A baccalaureate degree is required for admission to all masters and certificate programs. (MDiv and MTS applicants who have not completed a baccalaureate degree or who do not have a minimum GPA of 3.0 may be admitted with provisional status. See www.psr.edu for more information.) An MDiv or equivalent is required for admission into the DMin program. A theological masters is required for admission to the CAPS program.
- ❑ **Four typed letters of reference and completed reference forms** (blank forms are enclosed). Only three reference letters are needed for the CSR program. Sealed reference letters and forms, with a signature across the seal, may be submitted with your application or sent directly to PSR from the referrer.
- ❑ **Curriculum vitae or resume** of employment and other relevant experience (required for DMin; optional and encouraged for all other programs).
- ❑ **Test of English as a Foreign Language (TOEFL)** is required for international students from countries where English is not the primary language and/or applicants whose first language is not English. Applicants should have a minimum score of 213 on the computer-based test or 79 on the Internet-based test. Applicants are strongly encouraged to take the Internet-based test when available.

Please complete and mail your application to the PSR Admissions Office. We will inform you of the status of your application via e-mail. Please contact the Admissions Office periodically to find out the status of your application.

FINANCIAL AID CHECKLIST

Send the following to: Graduate Theological Union Consortial Financial Aid Office, 2400 Ridge Road, Berkeley, CA 94709

US citizens and eligible non-citizens:

- ❑ Free Application for Federal Student Aid (FAFSA). School code is G01256. The FAFSA may be completed online at www.fafsa.ed.gov.
- ❑ Domestic Student Financial Aid Supplement

International Applicants:

- ❑ International Student Financial Aid Supplement

All financial aid applications are available from the PSR Admissions Office or the Graduate Theological Union (GTU) Consortial Financial Aid Office, which administers student financial aid for PSR. Applications are also available online at www.gtu.edu/admissions/financial-aid. See the accompanying booklet and www.psr.edu/financial-aid for financial aid eligibility and additional information.

All materials submitted in conjunction with applications are the property of Pacific School of Religion and are not returnable to the applicant. They may not be borrowed or sent outside of Pacific School of Religion. For your future use, please keep extra copies of all materials you send to us. Materials submitted for admission by the applicant become part of the successful candidate's permanent file at PSR, with the exception of the letters of reference, which are destroyed once admissions decisions are made. All other application materials are kept on file for one year, after which they are purged.