CPS ADMISSIONS REQUIREMENTS, ADMISSIONS DEADLINES, AND INSTRUCTIONS ON HOW TO APPLY

Admissions Requirements

- Online application (Common App not accepted)
- Letters of recommendation from professional and/or academic references (if applicable)
- Statement of Purpose
- Resume
- $80 non-refundable application fee
- Transcript(s) from all schools attended
- NACES International transcript evaluation (if applicable); If evaluation includes a certified copy of the official transcript, no need to send another official transcript
- English language test scores (if applicable)

Admissions Deadline

- **Priority Deadline:** Applications are considered complete when the online application and all required documents have been received by the Priority Deadline.
- **Final Deadline:** Complete applications received after the Final Deadline will be considered on a rolling, space-available basis.
- **International Applications Deadline:** International students must submit their completed applications by the following deadlines. These deadlines are at least two (2) months before the deadline for the submission of complete visa request and financial certification paperwork.
  - **Fall Admission Deadline:** April 1 (Initial - Outside US); May 1 (Transfer - Inside US)
  - **Spring Admission Deadline:** August 1 (Initial - Outside US); September 1 (Transfer - Inside US)

Additional admissions and application materials requirements, entry terms, and campus locations are provided below for each program

<table>
<thead>
<tr>
<th>Cybersecurity (BPS)</th>
<th>F-1 or J-1 Visa Eligible? Yes</th>
</tr>
</thead>
<tbody>
<tr>
<td>Entry Term(s)</td>
<td>Admissions Deadline</td>
</tr>
<tr>
<td>Spring</td>
<td>Not offered</td>
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<tr>
<td>Summer</td>
<td>Not offered</td>
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<tr>
<td>Fall</td>
<td>March 1 (Priority Deadline)</td>
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<td>July 1 (Final Deadline)</td>
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</table>

Additional Admissions and Application Materials/Requirements
- Proof of high school completion (final high school transcript, GED, or copy of high school diploma), unless a community college/university degree has been earned.
- Earned one of the following from a regionally accredited college/university with a range of courses that satisfies GW's CPS Cybersecurity program general education distribution requirement
  - Associate’s degree, or
  - Non-technical bachelor’s degree, if applying as a second bachelor’s degree candidate, or
  - 60 transferrable credit hours, if no degree has been earned

**GW's CPS Cybersecurity Program General Education Distribution Minimum Requirement**

This requirement includes a total of 16 credit hours.
- **Mathematics or Statistics** (3 credits)
- **Natural or Physical science with 1 Lab Course** (4 credits)
- **Arts or Humanities** (3 credits)
- **Social and behavioral sciences** (3 credits)
- **Written communication or Composition** (3 credits)

Note: Acceptable transfer coursework must be successfully completed from a regionally accredited institution and earned with a grade of C or higher (C-, D and F do not transfer)

- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- Two letters of recommendation (academic or professional) are required

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**Information Technology (BPS) F-1 or J-1 Visa Eligible? Yes**

<table>
<thead>
<tr>
<th>Entry Term(s)</th>
<th>Admissions Deadline</th>
<th>Campus Location(s)</th>
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</thead>
<tbody>
<tr>
<td>Spring</td>
<td>Not offered</td>
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<tr>
<td>Summer</td>
<td>Not offered</td>
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<tr>
<td>Fall</td>
<td>February 1 (Deadline to apply for Dean's Scholarship)</td>
<td>Off-campus – Arlington Education Center</td>
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<tr>
<td></td>
<td>March 1 (Priority Deadline)</td>
<td>Virginia Science and Technology Campus (Ashburn)</td>
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<td>April 1 (Final Deadline)</td>
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</tbody>
</table>

**Additional Admissions and Application Materials/Requirements**

- Proof of high school completion (final high school transcript, GED, or copy of high school diploma), unless a community college/university degree has been earned.
- Earned one of the following from a regionally accredited college/university with a range of courses that satisfies GW's CPS Information Technology program general education distribution requirement
  - Associate’s degree in science, technology, or related fields, or
  - Non-technical bachelor’s degree, if applying as a second bachelor’s degree candidate, or
  - 60 transferrable credit hours

**GW's CPS Information Technology Program General Education Distribution Minimum Requirement**

This requirement includes a total of 22 credit hours.
- **Mathematics** (*Precalculus or higher*) or Statistics (3 credits)
- **Natural or Physical science with 1 Lab Course** (4 credits)
- **Arts or Humanities** (3 credits)
- **Social and behavioral sciences** (6 credits)
- **Written communication or Composition** (6 credits)

Note: Acceptable transfer coursework must be successfully completed from a regionally accredited institution and earned with a grade of C or higher (C-, D and F do not transfer)

- Normally, an overall GPA of 2.7 or higher on a 4.0 scale is required
- Two letters of recommendation (academic or professional) are required

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**Homeland Security (BPS) F-1 or J-1 Visa Eligible? No**

<table>
<thead>
<tr>
<th>Entry Term(s)</th>
<th>Admissions Deadline</th>
<th>Campus Location(s)</th>
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</thead>
<tbody>
<tr>
<td>Spring</td>
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<tr>
<td>Summer</td>
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<tr>
<td>Fall</td>
<td>May 15 (Priority Deadline)</td>
<td>Online Education</td>
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<td>July 15 (Final Deadline)</td>
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</table>

**Additional Admissions and Application Materials/Requirements**

- Proof of high school completion (final high school transcript, GED, or copy of high school diploma), unless a community college/university degree has been earned.
- Earned one of the following from a regionally accredited college/university with a range of courses that satisfies GW's CPS Homeland Security program general education distribution requirement
  - Associate’s degree, or
  - Non-technical bachelor’s degree, if applying as a second bachelor’s degree candidate, or
  - 60 transferrable credit hours

**GW's CPS Homeland Security Program General Education Distribution Minimum Requirement**

This requirement includes a total of 16 credit hours.
- **Mathematics or Statistics** (6 credits)
- **Natural or Physical science with 1 Lab Course** (3 credits)
- **Arts or Humanities** (3 credits)
- **Social and behavioral sciences** (6 credits)
- **Written communication or Composition** (3 credits)

Note: Acceptable transfer coursework must be successfully completed from a regionally accredited institution and earned with a grade of C or higher (C-, D and F do not transfer)

- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- Two letters of recommendation (academic or professional) are required
Completion of secondary school with a high school diploma, transcript, or GED
Two letters of recommendation (academic or professional) are required
Earned 22 transferable credit hours with a range of courses that satisfies the following general education distribution requirement:
- Mathematics or Statistics (3 credits)
- Natural or Physical science with 1 Lab Course (4 credits)
- Arts or Humanities (3 credits)
- Social and behavioral sciences (6 credits)
- Written communication or Composition (6 credits)
Note: Acceptable transfer coursework must be successfully completed from a regionally accredited institution and earned with a grade of C or higher (C, D and F do not transfer)

Elective Requirements:
Students in the BPS Homeland Security program will be required to complete 38 credits of requisite elective coursework at a regionally accredited institution of higher education or from the College of Professional Studies. Previous elective coursework from a regionally accredited institution of higher learning may be transferred to GW's DegreeMap and count towards degree completion.

<table>
<thead>
<tr>
<th>Cybersecurity Strategy and Information Management (MPS)</th>
<th>F-1 or J-1 Visa Eligible? Yes</th>
<th>F-1 or J-1 Visa Eligible? No</th>
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<tbody>
<tr>
<td><strong>Entry Term(s)</strong></td>
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<tr>
<td>Spring</td>
<td>Admissions Deadline</td>
<td>Campus Location(s)</td>
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<td>November 1 (Priority Deadline)</td>
<td>Online Education</td>
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<td>November 30 (Final Deadline)</td>
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<td>Summer</td>
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<td>April 15 (Priority Deadline)</td>
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<td>June 15 (Final Deadline)</td>
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<tr>
<td>Fall</td>
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<td>• Online Education</td>
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<td></td>
<td></td>
<td>• Off-campus – Arlington Education Center</td>
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</tbody>
</table>

Additional Admissions and Application Materials/Requirements
- Bachelor's degree from a regionally accredited institution of higher education
- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- Two letters of recommendation (academic or professional) are required

<table>
<thead>
<tr>
<th>Healthcare Corporate Compliance (GC)</th>
<th>F-1 or J-1 Visa Eligible? Yes</th>
<th>F-1 or J-1 Visa Eligible? No</th>
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</thead>
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<tr>
<td><strong>Entry Term(s)</strong></td>
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<tr>
<td>Spring</td>
<td>Admissions Deadline</td>
<td>Campus Location(s)</td>
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<td></td>
<td>October 15 (Priority Deadline)</td>
<td>Online Education, with face-to-face residency in Alexandria Education Center</td>
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<td>November 15 (Final Deadline)</td>
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<tr>
<td>Summer</td>
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<tr>
<td>Fall</td>
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<td>Online Education, with face-to-face residency in Alexandria Education Center</td>
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<td>May 1 (Priority Deadline)</td>
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<td>June 1 (Final Deadline)</td>
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</table>

Additional Admissions and Application Materials/Requirements
- Bachelor’s degree from a regionally accredited institution of higher education
- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- Only one letter of recommendation (academic or professional) is required

<table>
<thead>
<tr>
<th>Homeland Security (MPS)</th>
<th>F-1 or J-1 Visa Eligible? Yes</th>
<th>F-1 or J-1 Visa Eligible? No</th>
</tr>
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<tr>
<td></td>
<td>May 1 (Priority Deadline)</td>
<td>• Off-campus - Arlington Education Center</td>
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<td>June 1 (Final Deadline)</td>
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</tbody>
</table>

Additional Admissions and Application Materials/Requirements
- Bachelor's degree from a regionally accredited institution of higher education
- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- At least 2 years of professional experience (including, but not limited to, public safety, homeland security, federal/state/local law enforcement, related government contractors, information technology, critical infrastructure, or the financial sector) or a bachelor degree in a related field
- Two letters of recommendation (academic or professional) are required
### Paralegal Studies (GC, MPS)

<table>
<thead>
<tr>
<th>Entry Term(s)</th>
<th>Admissions Deadline</th>
<th>Campus Location(s)</th>
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</thead>
</table>
| Spring        | October 1 (Priority Deadline)  
December 1 (Final Deadline)  
Note: Applications accepted after December 1st on a space-available basis. | Online Education |
| Summer        | Not offered          |                    |
| Fall          | April 15 (Priority Deadline)  
June 15 (Final Deadline) | Off-campus – Alexandria Education Center  
• Online Education |

**Additional Admissions and Application Materials/Requirements**
- Bachelor's degree from a regionally accredited institution of higher education
- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- Only one letter of recommendation (academic or professional) is required

### Publishing (MPS)

<table>
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<tr>
<th>Entry Term(s)</th>
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<th>Campus Location(s)</th>
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</thead>
<tbody>
<tr>
<td>Spring</td>
<td>Not offered</td>
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<tr>
<td>Summer</td>
<td>Not offered</td>
<td></td>
</tr>
</tbody>
</table>
| Fall          | February 1 (Priority Deadline)  
April 1 (Final Deadline) | Off-campus – Alexandria Education Center  
• Online Education |

**Additional Admissions and Application Materials/Requirements**
- Bachelor's degree from a regionally accredited institution of higher education
- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- Two letters of recommendation (academic or professional) are required

### Sustainable Urban Planning (GC, MPS)

<table>
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<tr>
<th>Entry Term(s)</th>
<th>Admissions Deadline</th>
<th>Campus Location(s)</th>
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</thead>
</table>
| Spring        | August 1 (Priority Deadline)  
October 1 (Final Deadline) | Off-campus – Arlington Education Center |
| Summer        | Not offered         |                    |
| Fall          | February 1 (Priority Deadline)  
May 1 (Final Deadline) | Off-campus – Arlington Education Center |

**Additional Admissions and Application Materials/Requirements**
- Bachelor's degree from a regionally accredited institution of higher education
- Normally, an overall GPA of 3.0 or higher on a 4.0 scale is required
- Two letters of recommendation (academic or professional) are required

### Deadline for Submission of Completed Visa and Financial Certification Paperwork

International students must submit their complete visa request and financial certification paperwork by the following deadlines to allow the university sufficient time to process I-20 or DS-2019 requests. If you have any questions, please contact us via email at applycps@gwu.edu.

<table>
<thead>
<tr>
<th>Admission Term</th>
<th>Submission Deadline of Completed Visa Request and Financial Certification Paperwork</th>
</tr>
</thead>
</table>
| Fall          | • June 1 (Initial - Outside US)  
• July 1 (Transfer - Inside US) |
| Spring        | • October 1 (Initial - Outside US)  
• November 1 (Transfer - Inside US) |

### International Transcript Evaluation

All international transcripts must be submitted to an approved, accredited independent evaluation agency prior to submission. A list of acceptable foreign credential evaluation services is available through the National Association of Credential Evaluation Services (NACES). Be sure to request a detailed course-by-course evaluation showing all course
English Language Test Scores Requirements

Submission of the results of the Test of English as a Foreign Language (TOEFL), academic International English Language Testing System (IELTS), or the Pearsons Test of English (PTE) academic is required of applicants who are not citizens of countries where English is the official language (PDF). Exceptions to this policy may be granted to applicants who hold an associate’s, bachelor’s, master’s, or doctoral degree:

- From an institution in which English is the language of instruction and the official language of the country in which the university is located; or
- From an accredited institution (PDF) by a U.S. regional accrediting agency.

English language test scores (TOEFL, IELTS, and PTE) may not be more than two years old. To ensure TOEFL scores are sent to GW, please use institutional code 5246. An institutional code is not required to send IELTS or PTE scores.

To be considered for admission, the minimum required scores are:

- **TOEFL**
  - Online Program Applicants: Paper-based – 600; Internet-based – 100
- **IELTS**
  - On-Campus Program Applicants: 6.0 overall, with no band score below 5.0
  - Online Program Applicants: 7.0 overall, with no band score below 6.0
- **PTE**
  - On-Campus Program Applicants: 53
  - Online Program Applicants: 68
- **Duolingo English Test** - We are temporarily accepting Duolingo English Test (DET) scores for Fall 2020 and Spring 2021 applications.
  - On-Campus Program Applicants: 110
  - Online Program Applicants: 120

Students with scores below the minimum required may be eligible to apply to the program with an additional requirement to take Applied English Studies courses.

English for Academic Purposes

Some students are required to register for an English for Academic Purposes (EAP) course in their first semester at GW. The required course will be indicated in the student’s letter of admission. Those who are assigned EAP courses should anticipate additional tuition expenses as well as a possible extended period of time required to complete their degree.

Students with minimum English language test scores or higher are exempt from the EAP course requirement:

- **TOEFL**
  - Paper-based – 600
  - Internet-based – 100
- **IELTS**: 7.0 overall, with no band score below 6.0
- **PTE**: 68
- **DET**: 120

*If you have taken the TOEFL test more than once, GW will consider the highest overall score earned. Please note this is not the ETS MyBest or superscore.*

Regardless of your test score, the College retains the right to require an EAP (English for Academic Purposes) course during your first term of enrollment if it is deemed necessary by the admissions committee.
INSTRUCTIONS ON HOW TO APPLY

Online Application  https://gw.force.com

User Login Account
- Your username is your full email address.
- You may create multiple applications under the same account.
- Each application will appear along the left panel. Each application will show a percent complete and estimated time to completion.

Create an Application
- Program type, school, field of study, degree, concentration, and term are all required to begin an application.
- If necessary, these may be changed while completing your application by opening the left navigation tab and selecting “Update application type.”
- The left panel contains a navigation bar that will show which sections need to be completed. Blank circles have not been started, partially filled orange circles are in progress, and green filled circles are complete. You will not be able to submit the application without all sections completed.

My Name
- It is important to include any previous names used, as these will help the admissions office identify transcripts or other application materials submitted separately.
- International students should also be sure that this matches the name on the passport.

My Contact Information
- If your address changes, please notify the office of admissions; applicants who are offered admission will receive their official offer letter in the mail, along with important documents for their program.
- International students applying for a visa should notify the office if their visa documents need to be sent to a different address than listed.

About Me
- If you plan to use Financial Aid, the social security number entered here must match what was used on your financial aid application.

Admissions Information
- Ensure that you have selected the correct campus location and entry term.
- If you previously applied for admission to the George Washington University, you must report this on your application.

Education
- You must provide transcripts from all colleges and universities attended, whether or not credit was earned, the program was completed, or the credit appears as transfer credit on another transcript. As a courtesy, we will review applications that have at least unofficial transcripts from all institutions; however, accepted applicants are required to submit sealed official transcripts within 30 days following the start of their first semester.
- Applications will not be reviewed until the admissions office has received all of your transcripts.
- Official transcripts should be sent to:
  
  College of Professional Studies, Office of Admissions
  The George Washington University
  44983 Knoll Square, Suite B56
  Ashburn, VA 20147
- We also accept transcripts electronically through third party transcript services to applycps@gwu.edu.
- Transcripts sent through these services must come directly from the transcript provider; they will be considered unofficial if forwarded.
- Applicants who have attained a bachelor’s degree from outside the United States must submit a detailed, course-by-course evaluation showing all coursework, grades, and proof of the degree earned from a NACES member organization. The evaluation must state the degree equivalency to a U.S. bachelor’s degree and GPA.

International Applicants (if applicable)
- Ensure that the program for which you are applying is eligible for your desired visa type.
- Uploading your Visa Request form and supporting documents to your application will allow us to expedite the processing of your I-20 or DS-2019 should you be admitted. If submitting them after the application process, they may be sent directly to the Office of Admission.
- To allow the university sufficient time to process I-20 or DS-2019 request, international admitted students who accepted their offers of admission must submit their complete visa request and financial certification paperwork by the following deadlines:
  - **Fall Admission**
    - June 1 (Initial; Outside U.S.)
    - July 1 (Transfer; Inside U.S.)
  - **Spring Admission**
    - October 1 (Initial; Outside U.S.)
    - November 1 (Transfer; Inside U.S.)
Financial Aid Information

- You must be a US citizen, permanent resident, or refugee to apply for need-based financial aid.
- On your application check "yes" to the question, "Do you plan to apply for US federal financial aid?" This will prompt the Office of Student Financial Assistance (OFSA) to send you the financial aid forms.
- The following are the financial aid deadlines (https://financialaid.gwu.edu/deadlines)

<table>
<thead>
<tr>
<th>Semester</th>
<th>Deadline</th>
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<tbody>
<tr>
<td>Fall</td>
<td>February 15th - FAFSA, May 15th - Federal Direct Graduate PLUS and private alternative loan applications</td>
</tr>
<tr>
<td>Spring</td>
<td>August 1st - All Loan Documents</td>
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<tr>
<td>Summer</td>
<td>December 1st - All Loan Documents</td>
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</tbody>
</table>

Graduate Student Financial Aid Application Deadlines

<table>
<thead>
<tr>
<th>Semester</th>
<th>Deadline</th>
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</thead>
<tbody>
<tr>
<td>Fall</td>
<td>March 1st</td>
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<tr>
<td>Spring</td>
<td>October 1st</td>
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<tr>
<td>Summer</td>
<td>April 1st</td>
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</tbody>
</table>

Completing the application by the priority deadlines will ensure that loan funds will be credited to the student’s university account at the beginning of the requested semester(s) if all other disbursement requirements are met.

- For additional Financial Aid questions, contact the Office of Student Financial Assistance:
  - Web: https://financialaid.gwu.edu/
  - Phone: (202) 994-6620
  - Email: finaid@gwu.edu

Employment History

- Only your current or most recent employer is requested.

Resume

- Ensure your resume is current and includes all previous education and employment.
- Click on the "cloud upload" icon to open a navigation window; select the file you would like to upload, and click "Open." A status bar will show completeness of the upload. To remove the file, click the red dash to the right of the file name.

Statement of Purpose

- A 250-500 word essay on your purpose for applying to study at GW. Please describe your relevant qualifications and academic objectives.
- Be sure to address the specific program you are applying to as well as any concentration, if applicable. This is an opportunity to expand upon or address anything not covered in the rest of the application.
- Click on the "cloud upload" icon to open a navigation window; select the file you would like to upload, and click "Open." A status bar will show completeness of the upload. To remove the file, click the red dash to the right of the file name.

Recommender Information

- You must list all recommenders here. Once the application has been submitted, you will not be able to add additional references. However, you may change your recommender but this will remove your previous recommender from your checklist.
- An email will be sent to each recommender to request their recommendation via the online portal.
- You may log into your portal at any time to check the status of your references or to send a reminder notification.

Reviewing and Submitting Your Application

- Click “Review Your Application” to save and review it.
- Once the application is 100% complete, click “Save & Pay” to choose your payment method.
  - Applications that do not have a completed payment will not be reviewed.
  - You may check the status of your application at any time by logging in to the online application.
- Applicants submitting on or before the priority application deadline, please contact the Admissions Office at appycps@gwu.edu about waiving your application fee before submitting. Fees will not be waived until the application is complete and all recommendations received.
- When checking the status of your supporting documents, please note that it takes 2 business days after the receipt of your application and materials to view the receipt online.

Application Fee

The application fee is non-refundable. It is waived only for current GW degree candidates, GW alumni, current McNair scholars, and U.S. military personnel who have been on active duty within three years of submitting their application for admission. It may also be waived for applicants who submitted complete applications by the program’s priority deadline, if applicable. All other applicants must submit the application fee. Applications submitted without the fee will not be processed for admission consideration.