GRADUATE LEVEL ONLINE PROGRAMS

☐ eMCC ☐ eMPC ☐ eMDiv ☐ eMBA

REQUIRED	IF APPLICABLE
☐ **Original Certificate of Bachelor's Degree** > Diploma from an accredited college or university in the U.S. or equivalent to a four-year American bachelor's degree from a foreign institution.	☐ **Course by Course Evaluation** > All degree certificates and transcripts from colleges or universities outside the U.S. must be translated into English and evaluated by an accredited U.S. evaluation service before an admission decision can be made. > Please note the separate cost for this service is around $150-$200
☐ **Original Transcript of Bachelor's Degree** > Minimum of 120 credits > GPA 2.0 or above on a 4.0 scale	☐ **Official Transcript for Credit Transfer** > Transcript for credits wishing to transfer from another school or program.
☐ **Passport** > Must be valid and active. No expired passports accepted.	
☐ **Passport Size Photo** > Color photo taken in last 3 months, clear image, without background. No selfies.	
☐ **Credit Transfer Form*** > Indicate if requesting eligibility of transferable credits from the same or equivalent courses taken from another school or program.	
☐ **Acknowledgment of Statement of Faith*** > Sign and submit for acknowledgment. See attachment on checklist.	
☐ **Library Information Literacy Class*** > Sign and submit for acknowledgment. See attachment on checklist.	
☐ **Essay** > Essay prompts are provided on the checklist. Complete and submit them as separate files for evaluation.	
☐ **Scholarship*** > Complete and select Online Program Student.	

PROGRAM SPECIFIC DOCUMENTS

eMCC/eMPC/ eMDiv	☐ **Bible Understanding Quiz (added by WUV)** > Will be added by the school when the student registers for classes. ☐ **Personal Testimony** > Please write a 1-2 page personal testimony of your faith in letter size format. ☐ **Reference Letter*** > To be submitted directly by the recommender to the Admissions Department. ☐ **Pastoral Recommendation*** > To be submitted directly by the recommender to the Student Life Department. ☐ **Admission Interview*** > Complete and submit it. If necessary, the Program Director will contact the student.
eMBA	☐ **Pre-requisite Agreement / Waiver*** > Complete and submit for acknowledgment. See attachment on checklist.

Documents marked with an asterisk (*) can be downloaded from the online checklist portal.

U.S. CITIZEN

R E Q U I R E D

☐ **Passport or Birth Certificate**
> Must be valid and active. No expired passports accepted.

☐ **W-9S Form***
> Students are required to submit the W-9S form to provide the correct taxpayer identification number for filing 1098-T Form with the IRS.

Documents marked with an asterisk (*) can be downloaded from the online checklist portal.

U.S. PERMANENT RESIDENT

R E Q U I R E D

☐ **Passport**
> Must be valid and active. No expired passports accepted.

☐ **Permanent Resident card**
> Must be valid and active. No expired permanent resident cards accepted.

☐ **W-9S Form***
> Students are required to submit the W-9S form to provide the correct taxpayer identification number for filing 1098-T Form with the IRS.

Documents marked with an asterisk (*) can be downloaded from the online checklist portal.

OTHER VISA

R E Q U I R E D

☐ **Passport**
> Including dependents of the applicant, if applicable
> Must be valid and active. No expired passports accepted.

☐ **Visa**
> Including dependents of the applicant, if applicable

☐ **I-94**
> Obtain a PDF on https://i94.cbp.dhs.gov/I94/#/recent-search

☐ **W-9S Form***
> Students are required to submit the W-9S form to provide the correct taxpayer identification number for filing 1098-T Form with the IRS.

Documents marked with an asterisk (*) can be downloaded from the online checklist portal.

OVERSEAS

R E Q U I R E D

☐ **Passport**
> Must be valid and active. No expired passports accepted.