

PhD Programs Application Process

SFU Admissions Requirements

An applicant to graduate studies in Education must meet minimum university requirements for admission to graduate studies. The Senate Graduate Studies Committee, on recommendation from the Faculty of Education Graduate Program Committee, makes all decisions on graduate admissions.

The minimum University requirements for admission to a doctoral (PhD) program are as follows:

a) either

- i) a master's degree from a recognized university, or the equivalent, or
- ii) a bachelor's degree, with a cumulative grade point average of at least 3.5, from a recognized university, or the equivalent, or
- iii) completion of at least 75% of the course work units required for the relevant department's master's program with a cumulative grade point average of at least 3.5. All graduate courses, whether completed at this University or another university, shall be considered in the calculation.

and

b) submitted evidence that the applicant is capable of undertaking substantial original research. Normally, such capability will be judged from letters of reference from qualified referees, and the completion of a master's thesis or other scholarly work.

Students must satisfy any further requirements set by the Faculty of Education Graduate Program Committee.

Students whose native language is not English may be required to satisfy the University and the Graduate Program Committee as to their capability in English.

Please note that admission to all Education graduate programs is subject to planning priorities and available resources.

Application Process for Faculty of Education

Each applicant is responsible for submitting a fully completed admissions application package to Graduate Programs, Faculty of Education, Simon Fraser University, postmarked or delivered by **January 15, 2010**.

1. Complete the online SFU Application for Graduate Studies at

www.sfu.ca/dean-gradstudies/prosp_students/application_process

Note that there is an application fee of \$75.00 CAN, payable by credit card (MasterCard or Visa).

2. Arrange for submission of all official transcripts; **one** official copy from all post-secondary institutions attended.

When requesting official transcripts, please ask the post-secondary institutions to send the transcripts to you in sealed envelopes. Include these transcripts with the other admissions documents as one complete package.

Some universities will not forward transcripts directly to students. In that case, please note clearly in your application package that transcripts will be forwarded directly to Graduate Programs, Faculty of Education from the postsecondary institute.

Applicants from universities that do not issue transcripts should submit official documents showing content of degree program completed and the standards or grades obtained.

3. Complete a PhD Programs Letter of Intent as part of the application.
4. Enclose a Writing Sample expressing ideas in clear and appropriate language. A copy of a recent academic paper or report that develops one focus to a logical conclusion is acceptable. If no such recent paper is available you are advised to write a minimum of five pages for the purpose. Failing that, a former paper or professional report may be submitted. This paper remains the property of Simon Fraser University.
5. Arrange for three current and original Confidential Letters of Reference. At least TWO should be written by referees who are able to comment on your academic competence and to make an informed judgment about your likelihood of success in graduate study (e.g., professors).

Download three blank Confidential Letters of Reference forms. Insert a date of return on the forms. This will guide the referees. Send the blank forms to your referees. Have them return the Confidential Letter of Reference to you in a signed and sealed envelope.

The completed Confidential Letters of Reference, in their sealed envelopes, must be returned to you for collation before you submit the fully completed admissions application package to Graduate Programs, Faculty of Education.

6. English is the language of instruction and communication in the University. Accordingly, an applicant whose primary language is not English or whose previous education has been conducted in another language must demonstrate command of English sufficient to pursue graduate studies in the chosen field. Applicants normally will be required to achieve a satisfactory score on a standardized English test acceptable to the University. This test must include a writing component. The Test of English as a Foreign Language (TOEFL) including reading, writing, speaking, and listening components is acceptable for this purpose. The International English Language Testing Systems (IELTS) is also acceptable. Submit original test scores for:

Test of English as a Foreign Language (TOEFL)

- 88 with a minimum score of 20 in each category (internet based exam), **or**
- TOEFL 570 and TWE 5 (paper based exam), **or**
- TOEFL 230 (computer based exam), **or**

International English Language Testing System (IELTS)

- 7.0 overall band score.



Further details about the above tests may be obtained from the following:

TOEFL and TWE: www.ets.org IELTS: www.ielts.org www.sfu.ca/ielts/

Please send or deliver your complete admissions application package with supporting documentation (including all transcripts and letters of reference) directly to:

Graduate Programs Admissions
Education Building Room 8655
Faculty of Education
Simon Fraser University
8888 University Drive
Burnaby, B.C., V5A 1S6 Canada

Deadline: January 15, 2010