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**APPLICATION FOR ADMISSION**

**Requirements for Admission to Masters and Graduate Certificate Programs:**

1. Completed and Signed Application Form

2. An official, sealed transcript documenting receipt of a bachelor’s degree from an accredited college or university is required within 30 days of the start of the first quarter. Applicants who fail to provide this document will be withdrawn from the University.

3. For applicants who have international degrees, a transcript evaluation for degree equivalency to an accredited U.S. degree/school is required. (See “Degree Equivalency Evaluation” section for instructions.)

4. Applicants whose native language is not English must demonstrate competency in written and spoken English as evidenced by a score of at least 60 on the paper-based TOEFL exam, 71 on the internet-based TOEFL exam, or a passing score on a recognized international equivalent exam. (See “English Language Proficiency Requirements” for details on these exams). If the applicant has earned a degree from an appropriately accredited institution where English is the principal language of instruction, he or she is exempt from the testing requirement.

5. Students applying for admission to a graduate certificate or master’s program may be

conditionally admitted with Pending Status if all the required documentation has not

been received at the time the student wishes to register for the course. Students

admitted under Pending Status may register for courses in their initial term

of admission only. Students entering with Pending Status must submit all missing

documents to complete their application files within 30 days after the start of classes

of the first term. The Chancellor may extend this deadline if he or she determines that

significant extenuating circumstances warrant an extension. To register for subsequent

terms, pending students must be unconditionally admitted to the graduate program

for which they have applied. Students entering with Pending Status are not eligible for

any form of financial assistance from the university, and students withdrawn for failure

to supply required documents are responsible for tuition and fees as described in the

University’s refund policy as described on page 45 of the WGU catalog.

**Official transcripts should be sent to:**

Wright Graduate University

Office of the Registrar

445 E. Ohio Street, Suite 300

Chicago, IL 60611

[registrar@wrightgrad.edu](mailto:registrar@wrightgrad.edu)

**Submission Requirements for Ed.D. in Transformational Leadership and Coaching:**

1. Application Form

2. Copy of Master’s capstone, overview paper, or in-depth paper from the WGU master’s program demonstrating the applicant’s ability to perform graduate level research and potential for success at the dissertation level

3. Two recommendations from Wright Graduate University Professors

4. Applicants whose native language is not English must demonstrate competency in written and spoken English, as evidenced by a score of at least 65 on the paper-based TOEFL exam, 80 on the internet-based TOEFL exam, or a passing score on a recognized international equivalent exam (See “English Language Proficiency Requirements” for detail on these exams. If the applicant has earned a degree from an appropriately accredited institution where English is the principal language of instruction, he or she is exempt from the testing requirement.

**These and all other requested non-transcript documents may be submitted to:** [info@wrightgrad.edu](mailto:info@wrightgrad.edu)



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| **PERSONAL STATEMENT #1** |

1. **What is your vision for how you will use your graduate education at WGU to enhance and transform your career? What will the impact be of achieving that vision? How will *you* need to transform in order to achieve it? How will this program help you to enhance or transform how effectively you perform your role in your company, institution, or business? What knowledge and skills do you think that you can gain to support the growth and transformation of yourself and those you engage with in your work through the program for which you are applying? (Approximately 600 words.)**



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| **PERSONAL STATEMENT #2** |

1. **Describe a significant personal growth experience or transformation you have achieved in your life. Be sure to mention any previous experience with personal development methodologies such as The Landmark Forum, neuro-linguistic programming, or National Training Labs. (Approximately 600 words.)**