Application Checklist

☐ On-line application form

☐ Application fee ($80)

☐ Three letters of recommendation submitted on-line
  - At least two academic recommendations preferred
  - Use recommender's professional e-mail address if possible, not personal one

☐ Personal statement submitted on-line

☐ Résumé submitted on-line

☐ Scanned unofficial transcript(s) as PDFs or JPGs submitted on-line

☐ Official paper transcript(s) from each college or university attended for credit sent to Office of Admissions with these exceptions:
  - If grades for study abroad or another institution are reflected on another transcript, separate transcripts do not need to be submitted
  - If no credit was received for courses, a transcript does not need to be submitted
  - Applicants completing undergraduate and/or graduate degrees from institutions outside of the United States are required to submit a course-by-course evaluation from World Education Services **http://www.wes.org/**. If you submit a WES evaluation, you do not need to submit an official paper transcript.

☐ Graduate Record Examination scores (GRE) submitted by ETS
  - only MFA applicants exempt from sending in scores

☐ International English Language Testing System (IELTS), Test of English as a Foreign Language (TOEFL), or PTE Academic
  - required of all applicants whose native language is not English except those students who have completed four or more years at an English-speaking undergraduate college or university

☐ Portfolio (required of all applicants to any Architecture, Landscape Architecture, Fine Arts, or Urban Design degree programs; also for MSD in Historic Preservation)

☐ Writing Sample (applicants to M.S. in Architecture and Historic Preservation, MSD-AAD, MSD-EBD, MSD-HSP and Ph.D. programs)

☐ Research Paper (applicants to Ph.D. programs)

Financial Aid Checklist

☐ US Citizens and Permanent Residents should submit the Free Application for Federal Student Aid (FAFSA) form as soon as possible. Recommended deadline for submission: **February 15**.

☐ Foreign Nationals should submit the internal PennDesign International Financial Aid Application after **January 1**.
- o Documentation must be provided to verify income and asset information, such bank statements, tax forms, etc.
- o Submission via mail or through email as a PDF attachment of less than 4 MB.
- o Recommended deadline for submission: **February 15**

Application Deadlines

December 15 is the deadline for online submission of the application and receipt of all supporting material for
- M.S. in Architecture
- Ph.D. in Architecture
- Ph.D. in City and Regional Planning

January 4 is the deadline for online submission of the application and receipt of all supporting material for
- Master of Architecture
- Master of Science in Design – Advanced Architectural Design (MSD-AAD)
- Master of Science in Design – Advanced Architectural Design (MSD-EBD)

January 11 is the deadline for online submission of the application and receipt of all supporting material for
- Master of City and Regional Planning
- Master of Fine Arts
- Master of Science in Historic Preservation
- Master of Landscape Architecture
- Master of Science in Design – Historic Preservation (MSD-HSP)
- Master of Urban Spatial Analytics
- Certificate Programs