



# Graduate Application for Master of Arts in Teaching English to Speakers of Other Languages

## Application Procedure

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The priority application deadline for the Master of Arts in Teaching English to Speakers of Other Languages is March 1 for both the online program (summer entry) and resident program (fall entry). All new applications should be completed and received prior to this application deadline in order to be given priority for admission. Late applications will be considered as space permits.

If you have questions about any part of this application, please call the Graduate Admissions Office at 604.513.2019 or email [gradadmissions@twu.ca](mailto:gradadmissions@twu.ca).

All forms and official documents can be submitted to the following address:

Trinity Western University  
Graduate Admissions Office  
7600 Glover Road  
Langley, BC, Canada V2Y 1Y1

## Application Checklist

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### 1. Application for Admission (Pages 1 & 2)

Complete the Application for Admission Form.

### 2. Application Fee

#### Canadian & American Applicants:

An application fee of \$40.00 must be included with your application for admission to Trinity Western University. This fee is non-refundable. There is no fee to apply online at [www.twu.ca/gradapply](http://www.twu.ca/gradapply).

#### International Applicants:

An application fee of \$190.00 must be included with your application for admission to Trinity Western University. This fee is non-refundable. There is a reduced application fee (\$150) if you apply online at [www.twu.ca/gradapply](http://www.twu.ca/gradapply).

### 3. Applicant Admissions Statement

In 500-800 words, please describe your academic and personal goals, key experiences leading to your desire for academic advancement, and reasons for pursuing this program at Trinity Western University.

### 4. Reference Letters (Pages 3 & 4)

Enclosed please find outlines for two confidential reference letters that should be given preferably to one academic reference and one character references. These recommendations should come from persons who are not relatives and should be submitted directly to the Graduate Admissions Office. It is the responsibility of the applicant to ensure that reference letters are forward to TWU.

### 6. Post-Secondary Transcripts

Please request that all post-secondary institutions attended send an official transcript to the TWU Graduate Admissions Office.

### 8. Applicants with English as a Second Language

Non-native English speakers must submit either a TOEFL or IELTS score to the University. Please note specific scores required by programs. The Trinity Western University code for score submission is 0876.

### 9. Community Covenant (Page 5)

Please read, sign and return the attached Community Covenant form.



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## Application for Admission

### Personal Information:

Name (Last, First, Middle): \_\_\_\_\_

Former/Maiden Name: \_\_\_\_\_ Preferred Name: \_\_\_\_\_

\* If your name as it appears on this application is different than it will appear on your supporting documents (ex: transcripts), you must also provide a photocopy of an official change of name document with your application (ex: marriage certificate).

Mailing Address: \_\_\_\_\_

City: \_\_\_\_\_ Province/State: \_\_\_\_\_ Country: \_\_\_\_\_ Postal/Zip Code: \_\_\_\_\_

E-mail address: \_\_\_\_\_

Phone: Home: ( ) \_\_\_\_\_ Work: ( ) \_\_\_\_\_ Cell: ( ) \_\_\_\_\_

Date of Birth (M/D/Y): \_\_\_\_\_ Gender:  Male  Female

SIN/SSN #: \_\_\_\_\_ Country of Citizenship: \_\_\_\_\_ Country of Birth: \_\_\_\_\_

### International Students:

Status in Canada: \_\_\_\_\_ Primary Language: \_\_\_\_\_

TOEFL/IELTS Score: \_\_\_\_\_ Date Tested: \_\_\_\_\_

### Program Information:

Desired Program:  Online  Resident

Desired Start Date: (Year) \_\_\_\_\_

Desired Status:  Full Time (9 or more semester hours)  Part Time (less than 9 semester hours)

Unclassified (May take up to 4 graduate level courses for interest and/or transfer to other programs. This requires academic eligibility and approval from the course professor.)

### Education History:

Please list in chronological order all colleges and post-secondary institutions you have attended. Please request that official transcripts are sent directly to Trinity Western University by each school you have attended since completing high school. Please Note: The minimum GPA for admission is 3.0, based on the last two years of your undergraduate program or another graduate degree.

Institution Name	Dates Attended	Major	Degree Earned	Date Received

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**Transfer Credit:**

I wish to have my graduate level courses evaluated for transfer credit. I understand that I must provide copies of course descriptions, course syllabi and any other supporting information for each course for which I wish transfer credit.

Yes                       No

**Employment History:**

Please list relevant work experience.

Employer	City	Start/Finish	Nature of Work

**Special Disability Requirements:**

Please indicate only if you have special requirements necessary for academic success.

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**Legal Confirmation:**

All new applications should be completed and received prior to the application deadline indicated in the program information. Late applications will be considered as space is available. Please endeavor to submit in a timely manner all application materials including reference letters, application fee, transcripts, and academic histories and any other application requirements specific to the program. Items omitted or answered incorrectly may result in unnecessary delays in our ability to assess your application.

TWU reserves the right to select students on the basis of academic performance and personal qualifications. TWU does not discriminate on the basis of race, sex or national or ethnic origin in its education programs or activities.

Items submitted to TWU Admissions become property of Trinity Western University and will not be returned or transferred to another institution under any circumstances. Your acceptance of this agreement voluntarily waives any right or privilege to inspect or challenge the content expressed in the letters of reference. It is also agreed that all information provided will remain confidential between the referees and Trinity Western University.

By signing and dating below, I do hereby understand and agree to the above conditions and certify that the information given in this application is complete and true in every respect.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_



## **Graduate Application for Master of Arts in Teaching English to Speakers of Other Languages Confidential Reference**

Applicant: \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

To the referee: Thank you for agreeing to provide a reference for this applicant to the Master of Arts in Teaching English to Speakers of Other Languages program at Trinity Western University. Such letters play an important role in our admissions process.

In a signed letter of approximately one page, on your institutional/organizational letterhead, please comment on the following areas as you are able:

- Your position/title; how long you have known the applicant and the context/relationship in which you have known him or her.
- Academic and /or professional achievements – as demonstrated by positions held, and exceptional achievements, awards and distinctions.
- Academic potential – quality of analytical skills; ability to think critically, ability to apply skills and knowledge, judgment, originality, initiative, determination and ability to complete work projects within an appropriate period of time, research contributions.
- Communication skills – as demonstrated by an ability to read, write and speak clearly in English; community involvement and other relevant extra-curricular activities; and ability to work well with others.
- Please indicate whether you recommend this applicant highly; recommend; recommend with reservations; or could not recommend them for admission to Trinity Western University's MA in Teaching English to Speakers of Other Languages program.

You may return your letter of reference to the address or fax number below:

Trinity Western University  
Graduate Admissions Office  
7600 Glover Road  
Langley, BC, Canada V2Y 1Y1  
Fax: 604.513.2064

If you have any questions, please feel free to contact us at 604.513.2019 or [gradadmissions@twu.ca](mailto:gradadmissions@twu.ca).



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## Graduate Application for Master of Arts in Teaching English to Speakers of Other Languages Community Covenant Agreement

In August 2009, Trinity Western University adopted a new Community Covenant Agreement that applies to all students, faculty, staff and affiliates, replacing TWU's longstanding Responsibilities of Membership Agreement. Students are annually required to read, understand and pledge to the terms of the Community Covenant Agreement prior to registering for classes. If you have questions related to the Community Covenant Agreement or this requirement you may direct them to [CommunityInCovenant@twu.ca](mailto:CommunityInCovenant@twu.ca).

**View the entire Community Covenant Agreement** online at <http://www.twu.ca/governance/office/twu-community-covenant-agreement.pdf>.

All students are required to read and understand the Community Covenant Agreement and agree to the terms of the document before being permitted to register for classes. We would encourage you to read this document now and sign that you agree but you may decide to do this at a later date.

Yes, I agree.

Not yet, I still have questions.

Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Date: \_\_\_\_\_