

Graduate Admission Package Checklist

Please use the following checklist to ensure that your application is complete:

You must apply online at futurestudents.yorku.ca/graduate/apply_now and send the documents listed below to complete your application.

Please review program and admission websites for all application requirements.

If you are applying for admission to more than one program, please fill out a separate checklist for each program.

SURNAME (LAST NAME) IN FULL: _____	PLEASE PRINT	FIRST AND MIDDLE NAMES: _____
OTHER NAMES, IF DIFFERENT FROM ABOVE, ON SUBMITTED TRANSCRIPTS OR OTHER DOCUMENTS (FOR EXAMPLE: PREVIOUS SURNAME, COMMON OR LEGAL NAME): _____		DATE OF BIRTH: _____
		MONTH DAY YEAR

APPLYING FOR GRADUATE PROGRAM IN: _____

I have applied online at futurestudents.yorku.ca/graduate/apply_now and my Web Reference # is: _____

Application requirements <i>(please check completed items)</i>		Internal Use Only
Supplementary Information Form	<input type="checkbox"/> Complete	
Letters of Recommendation	<input type="checkbox"/> Complete	
Enclosed		Comments
Non-refundable application fee OR Credit Card information submitted with application	Fee paid online	
TWO official sealed copies of transcripts from each post-secondary institution attended outside of York University*		
Note: York University graduates are not required to submit York transcripts.		York Student Number: _____
Official Degree Certificate**		
Prepare information after reviewing program website, additional materials if required for a specific program, such as those listed below. Upload the required and supplementary documents and materials permitted for submission through MyFile at www.yorku.ca/myfile . All other required documentation submitted by mail must be sent in a single package.		
Statement of interest		
Written work		
CV/Resumé		
Portfolio/videotapes/CD/DVD		
English language proficiency test, if required (TOEFL, YELT etc.) futurestudents.yorku.ca/graduate/apply_now/elp		
Other enclosures	Specify:	

* Transcripts are considered official when sent **directly** from the issuing institution(s) in unopened, sealed envelopes. In some instances, the issuing institution(s) may mail the transcripts to you in unopened, sealed envelopes to submit with your application package. This is acceptable for the graduate application process and transcripts will be considered official. Opened envelopes will be considered unofficial. Photocopied, faxed or verified true copies are **not** considered official documents.

** In countries where Degree Certificates are issued separately (i.e. Bangladesh, China, India, Iran, Pakistan etc.), official copies **MUST** be submitted.

Without ALL official transcripts or other required documents, an offer of admission cannot be extended to an applicant.

