

Policy Number	119.014
Policy Title	GRADUATE ADMISSION POLICY
Responsible Officer	Director of Graduate and Online Recruitment
Responsible Office	Admissions Office

An evaluation completed by a member of the National Association of Credential Evaluation Services (NACES).

Note: An applicant seeking transfer credit from an international institution, WES or InCred must be used to indicate appropriate transfer equivalency. Academic records not written in English must be accompanied by a certified translation.

- Final official transcript evaluation is required prior to registering for courses.
- Special Considerations:
 - Applicants having studied at an institution accredited by the Asia Theological Association (ATA) may be considered as having received the equivalent of a U.S. Bachelor or Master degree from an accredited institution, as long as the school's accreditation with ATA is current at the time of the student's graduation.
 - Applicants having studied in China and not seeking transfer credit: Applicant may submit official transcripts in Chinese, official graduation certificate and degree certificate in Chinese to CSSD (Center for Student Services and Development). CSSD will provide CIU with the official academic transcript and English verification report to determine highest post-secondary degree earned.
 - Applicants having studied in China and seeking transfer credit: Applicants submit their Chinese documents to CSSD (Center for Student Services and Development) and have CSSD provide WES with the official academic transcript and English verification report and obtain a course-by-course evaluation.
- Official test score from the Test of English as a Foreign Language (TOEFL) or Duolingo English Test if English is not the applicant's first language or if they earned a degree from an institution where all work and instruction was completed in English.
 - TOEFL score minimum:
 - Internet-based exam: 79
 - Computer-based exam: 213
 - Paper-based exam: 550
 - Duolingo English Test score minimum: 105
 - IELTS Online Test minimum:
 - Undergraduate score: 6
 - Graduate score: 6.5
 - International students from the following countries do not need to submit an English proficiency exam: (UK) Virgin Islands, (US) Virgin Islands, Anguilla, Antigua, Australia, Bahamas, Barbados, Barbuda, Belize, Bermuda, Botswana, Canada, Cayman Islands, Dominica, England, Gambia, Ghana, Grenada, Grenadines, Guyana, Ireland, Jamaica, Kenya, Liberia, Nevis, New Zealand, Nigeria, Saint Kitts, Scotland, Sierra Leone, South Africa, St. Lucia, St. Vincent, Tobago, Trinidad, Uganda, United Kingdom, Wales, Zambia, Zimbabwe.
 - International students from the following countries may be required to submit an essay or go through an interview process in lieu of an English proficiency exam: Caicos Islands, Cameroon, Cook Islands, Falkland Islands, Fiji, Gibraltar, Jersey, Lesotho, Malawi, Malta, Marshall Island, Micronesia, Montserrat, Namibia, Palau, Papua New Guinea, Philippines, Rwanda, Samoa, Seychelles, Singapore, Solomon Island, St. Helena, Sudan, Swaziland, Tanzania, Tonga, Turks Islands, Vanuatu.
- International Citizens Certification of Funds form as well as a bank statement certifying the funds listed must be provided in order to validate proof of funds.

