ED.D. Application Checklist

- **ONLINE APPLICATION** On-Campus program = www.applytocu.com

- **OFFICIAL TRANSCRIPTS** from a regionally accredited institution or institutions that awarded your master’s degree and any post-master’s credit with a GPA of 3.0 or better. You may submit the Transcript Release Form to authorize Concordia University to request official transcripts on your behalf. This is available only to US residents for US colleges and universities.

- **LETTER OF INTENT** not more than two pages citing evidence as to why you should be admitted to the doctoral program, including reasons why you chose Concordia and illustrating your commitment to degree completion.

- **EXAMPLE OF ORIGINAL, SCHOLARLY WRITING** from graduate-level work that demonstrates your best scholarly writing. The sample should be approximately 10 pages and should be double-spaced using APA format.

- **RÉSUMÉ**, including references [explain your relationship with the references and include their contact information].

- **INTERVIEW** [may be required upon request from the review committee].

- **INTERNATIONAL STUDENTS**: In addition to the above requirements, all international students must submit a passing score of an English proficiency test and other pertinent forms.

  TOEFL | 600 Paper-Based | 100 Internet Based

Please make sure your first and last names appear on all of your application materials. After applying online, you may submit your materials (preferably in one packet) in one of the following methods:

**ON-CAMPUS PROGRAM:**
Scan and email to:
applicationmaterials@cu-portland.edu
Fax materials to: (503) 280-8531
Mail to: Office of Admission
2811 NE Holman St
Portland OR 97211

Concordia must receive ALL items from the applicant before their application will be considered for review, including transcripts.

To find out more about the Doctorate Program, visit www.concordiateacher.com or call the Office of Admission at 1-800-321-9371.