

School for International Training | 1 Kipling Road, PO Box 676, Brattleboro, VT 05302-0676
admissions@sit.edu | Tel: 802 258-3510 | Toll-free in US: 800 336-1616 | graduate.sit.edu

SIT Admissions counselors work with individual applicants from initial inquiry to program enrollment. Academic ability, career goals, crosscultural experiences, ability to work well with others, adaptability, and ability to analyze cross-cultural and professional experiences are considered when reviewing applications. A variety of methods is used to assess these qualities, including an essay, review of past academic performance, and references.

General Admissions Process

Please visit our website at graduate.sit.edu for more information. We do not require applicants to take either the Graduate Management Admissions Test (GMAT) or the Graduate Records Examination (GRE). Please be sure to include the following when submitting your application:

- A completed application form**, signed and dated.
- Please respond to essay questions** as specified on page 2.
- Official transcripts** from all previous colleges or universities (including study abroad programs).

Note: In some countries, the term “transcript” may not be a familiar term. To be official, a transcript must include the following:

1. Your name
2. The institution’s name
3. The dates you attended the institution
4. The titles of the specific courses or subjects in which you were enrolled
5. The number of hours of instruction or other learning involved in each course or subject
6. The grade, mark, or other evaluation you received for each course or subject
7. Any degree, diploma, certificate, or other qualifications awarded for completion of studies.

To be official, the document(s) must contain the institution’s stamp or other certification that clearly indicates authenticity. In cases where the above requested information is not available, an applicant should contact the SIT admissions office for advice on the best way to proceed. In cases where the transcript is not in English, an original certified translation must accompany the official document.

- Three (3) letters of reference** sent directly to your admissions officer from the reference writers. If possible, please send a reference from a current or most recent supervisor who knows your work. Do not submit more than two academic references. Copy the Personal Reference Form and fill out the top portion of each form before submitting it to each reference writer.

- Documentation of English Proficiency**

Applicants whose first language is not English and who did not attend an undergraduate institution at which the language of instruction was English must take either the **TOEFL (Test of English as a Foreign Language)** or the **IELTS (International English Language Testing System)**. Applicants taking the TOEFL must receive a minimum score of 600 on the paper-based test or 250 on the computer-based test. Applicants taking the IELTS must receive a score of Band 7.0 or higher. These scores are considered the minimum proficiency needed to undertake graduate-level work. Scores must be dated within two years of the start date of your academic program. For the new **Internet-based Test of English as a Foreign Language (TOEFL iBT)**, SIT’s operational standard for admission for applicants whose first language is not English and who did not attend an undergraduate institution at which the language of instruction was English is a minimum total score of 100.

You can request to have your official scores sent to the SIT admissions office. SIT’s institution code number is **3788**. Information about these tests is available online at: toefl.org or ielts.org.

Once all of your application materials have been received, the Admissions Committee will review your file for a decision.

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Master's Degree Programs

Please write responses to both essay questions below:

- Identify a social issue that presents a significant challenge in a context that you have experienced or witnessed. The issue may concern education, development, conflict, and/or any other subject that interests you and is relevant to your degree at SIT. The context of your inquiry may be interpersonal, communal, national, and/or international in scope. Analyze the primary sources and effects of the social issue as deeply and systematically as you can. Then draw implications from your analysis for what practical action can and should be taken to address the issue constructively. *(750-1000 words)*
- Articulate your vision of professional development with an eye toward what you would like to do in 5-10 years after the successful completion of your graduate studies at SIT. Then describe what concrete skills and capacities you will need to acquire at SIT, and how your educational, vocational, and personal experience prior to SIT will enable you to prepare for realizing your vision of graduate studies and professional development. Be sure to include thoughtful self-reflections on less developed areas of your inquiry and skill-building that will need to be developed in the course of your graduate studies at SIT. *(500-750 words)*

Low-Residency Degree Programs

Please respond to two additional questions if you are applying to one of our low-residency master's degree programs or the Certificate in International Education.

- Please describe your experience and familiarity with instructional technology, distance learning and/or independent learning that you feel will contribute to your success in a low-residency master's degree or graduate certificate program.
- Please describe the setting (employment or otherwise) in which you will apply learning to and from the Low-Residency Program as a student. How do you envision this setting will contribute to your own learning and the learning of others in your cohort?



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Degree Selection

Desired Start Year: _____

Low-Residency Master's Degree Programs

- Master of Arts in International Education
- Master of Arts in Peace and Justice Leadership
- Master of Arts in Sustainable Development
- Master of Arts in Teaching English to Speakers of Other Languages (TESOL)

Global Master's Degree Programs

- Master of Arts in Climate Change and Global Sustainability
- Master of Arts in Humanitarian Assistance and Crisis Management

Graduate Certificate Program

- Graduate Certificate in International Education

Personal Information

Name _____
First Middle Last Preferred Name

Date of Birth _____ Gender _____
mm/dd/yyyy

Home Phone _____ Mobile Phone _____
area code or country and city codes

Work Phone _____ Skype ID _____

Primary Email _____ Secondary Email _____

Current Mailing Address

Country _____

Address _____

City _____ State _____ Postal Code _____

My permanent address is the same as my mailing address (if different, complete section below).

Permanent Address

Country _____

Address _____

City _____ State _____ Postal Code _____



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Personal Identification

Each academic cohort is comprised of a combination of international and US students. Knowing your citizenship helps us to provide you with the most relevant information and resources as you transition to SIT for graduate study.

Country of Birth _____

Country of Citizenship _____ Country of Second Citizenship _____

US Social Security Number ____ - ____ - ____

Are you Hispanic/Latino? Yes No Decline to answer

Please indicate your racial/ethnic background:

- American Indian/Alaska Native Asian Hispanic White Black/African American
- Hawaiian or other Pacific Islander Other _____ Decline to answer

Educational Background

Please list all universities attended below, including any study abroad provider(s) you studied with and any transfer schools. Please list your Bachelor's degree FIRST, followed by any advanced degrees. Please list certificates at the bottom of this page.

Name of Institution	Location <small>(city, state, or country)</small>	Degree*	Date awarded <small>(mm/yyyy)</small>	Major

* Name on transcript, if different from applicant name listed above: _____

I understand that SIT Graduate Institute may review an application that contains an unofficial transcript; however, I am aware that an official transcript is required. An offer of admission is not secured until an official transcript has been received. Please consult the registrar's office at your college or university to request an official transcript.

Signature _____ Date _____

Please send transcripts to: **Office of Graduate Admissions, SIT Graduate Institute**
1 Kipling Road, PO Box 676 | Brattleboro, VT 05302-0676

We happily accept electronic transcripts. Please have them emailed to your admissions officer.

Other Coursework

Have you completed additional coursework from any other institution that did not result in a degree?

- Yes No

Certificates

Name of Certificate	Institution and/or location	Date awarded <small>(mm/yyyy)</small>



SIT

Graduate
Institute

APPLICATION FORM *(page 5 of 5)*

Applicant Name: _____

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World Learning Family

How did you hear about us?

Are you an alumnus of a World Learning program?

(Check all that apply and include year in blank space.)

- The Experiment in International Living _____
- International Honors Program _____
- SIT Study Abroad _____
- Other _____

Have any members of your family participated in World Learning programs?

(Check all that apply and include names and years.)

- The Experiment in International Living _____
- International Honors Program _____
- SIT Study Abroad _____
- Other _____

Please save your completed application and required essay as a PDF and email to your admissions officer.



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Complete the applicant information and confidentiality statement, then copy this form as many times as necessary before submitting it to your reference writers.

Applicant Information

Name of applicant _____

Telephone _____

Address _____

Email Address _____

This is a change of address

has applied for admission to the following program at SIT Graduate Institute:

Please indicate the degree or certificate to which you are applying:

Confidentiality Statement

Note to applicant: Please read and sign before giving this form to your reference.

I, the undersigned, understand that students over the age of eighteen years, or their parents if the student has not yet attained the age of eighteen, have the right under Section 438 of the General Education Provisions Act (Public Law 90-247) to review the student's confidential file prepared by SIT Graduate Institute as part of its admissions process. I further understand that, under Section 99:6 of the same law, such rights of access may be waived by the student or his or her parents. I understand that confidential recommendations are not required in the admissions process.

Please check one. I, the undersigned, therefore **waive** **do not waive** the right to examine this recommendation submitted in connection with my application for admission to SIT Graduate Institute.

Signature of applicant _____ Date _____

Instructions for Reference Writer

The applicant has given your name as a reference. **We appreciate your evaluation of this person's ability to complete graduate-level academic work. Please include comments that address their writing and communications proficiency, their ability to take initiative and work as part of a team, their analytical skills, work ethic, and commitment to their field of study.**

State how long and in what capacity you have known the applicant. *Note for Master of Arts in TESOL references: We are especially interested in your remarks concerning this person's potential as a teacher. Thank you.*

Note: Please submit this form along with your letter of reference.

Name of reference _____ Date _____

Official position _____

Institution _____

Address _____

Email _____

Please submit this form to: **admissions@sit.edu**

Thank You!



SIT

Graduate Institute

GRADUATE.SIT.EDU

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World Learning's academic programs offered through SIT (founded as the School for International Training) are accredited by the New England Commission of Higher Education (formerly the Commission on Institutions of Higher Education of the New England Association of Schools and Colleges, Inc.). Inquiries regarding the accreditation status should be directed to the administrative staff of SIT.

Individuals may also contact:

New England Commission of Higher Education
3 Burlington Woods Drive, Suite 100, Burlington, MA 01803-4514
Tel: 781 425-7785 | Email: info@neche.org

It is the policy of World Learning to provide equal employment and educational opportunities for all persons regardless of age, ethnic origin, gender, nationality, physical or learning ability, race, religion, sexual orientation, gender identity, protected veteran's status, or any other legally protected status.