Master of Public Administration Application Checklist

**The checklist is intended for your personal organization and does not need to be submitted with your application.**

- A USC Graduate Application [http://www.usc.edu/dept/admission/grad](http://www.usc.edu/dept/admission/grad)
- $85 application fee
- Official transcripts from all colleges and universities attended (To expedite the processing of your application, please send all transcripts directly to our office. Print and complete the [Transcript Cover Page](#) for each college/university you have attended. Complete the entire form, sign it, and ask the registrar of each institution to attach it to your official transcript.)
- Official copy of test scores from the Graduate Record Exam (GRE) or Graduate Management Admission Test (GMAT) (Scores older than five years are not accepted. Institution codes: GRE-4852; GMAT- 389-CL-24.)
- Price Supplemental Form (included in the Graduate Application)
- A completed Price Scholarship Application Form (included in the Price Supplemental Form and only accepted for the December 15th Dean’s Merit Scholarship Deadline)
- A current resume
- Three letters of recommendation, including at least one academic reference
- A statement of purpose (approximately 1,000 words) addressing the following questions:
  - Why are you interested in pursuing the Master of Public Administration degree?
  - How will a Master of Public Administration degree affect or enhance your career aspirations and goals?

Additional documents for international applicants:
- Official TOEFL scores (Scores older than two years are not accepted. Institution Code: 4852.)
- Official transcripts indicating the award of all degrees with the title and date conferred in the applicant’s native language and an exact translation into English of each document
- A financial guarantee statement showing proof of the ability to pay all tuition and living expenses (Please refer to the guidelines.)

**Note: Once your online application is submitted, the Price Recruitment and Admissions office will contact you if any materials are lacking from your application.**