

# USC Price

## Sol Price School of Public Policy

### 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://gradadm.usc.edu/) or <http://gradadm.usc.edu/>
- ┆ \$90 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/IELTS scores (Scores older than two years are not accepted. Institution Code: 4852.) To submit your IELTS results to USC, please select the "**University of Southern California**" from the list of available institutions **when you register to take the IELTS test. Do not** enter the name, contact information or mailing address of the specific USC department to which you are applying on your IELTS registration.
- ┆ 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.\*\**