



THE FLETCHER SCHOOL

TUFTS UNIVERSITY

APPLICATION DEADLINES

Application deadlines vary by degree program. Please review all dates and deadlines at <http://fletcher.tufts.edu/Admissions/Apply-to-Fletcher/Application-Deadlines>.

Under the Early Notification application review process, **all** required materials, including transcripts, test scores, and recommendations must be received by November 15. If all application materials are not received by November 15, the application will be held to be reviewed during the regular deadline process.

Please note that there are several application deadlines. However, preference in awarding scholarships will be given to applicants who meet the January 10 deadline (or by October 15 for Spring Enrollment).

Applications for Spring Enrollment will be accepted until October 15 for the MALD and MIB programs. Please note there is no Spring Enrollment for the LLM, MA, and PhD programs. Scholarship aid is available for Spring Enrollment.

APPLICATION REQUIREMENTS

- **Online Application for Admission**
Application materials and supporting documents become the confidential property of The Fletcher School and cannot be returned. We suggest that, for your own records, you retain a copy of the application and make a copy of those documents that are not confidential.
- **Application Fee of \$80**
The application fee is payable through the online application by credit card or ACH. You may also mail a check or money order to the Office of Admissions and Financial Aid (address below). Checks must be made payable in U.S. dollars to the Trustees of Tufts College and must be drawn on a U.S. bank.

Fee waivers are available to applicants who are affiliated with the following academic and service programs: Americorps (currently serving), Charles B. Rangel International Affairs Summer Enrichment Program, Harambe Entrepreneurship Alliance, IIPP, McNair Scholars, Peace Corps (currently serving), Pickering Fellows, PPIA, Starting Bloc, Truman Scholars, Teach for America (currently serving), Map Your Future applicants, currently enrolled Tufts undergraduates, as well as Exchange applicants.

- **Academic Transcripts (Grade Reports) from all colleges and universities attended**
Transcripts from **all** academic work that contributed directly toward your undergraduate and other postsecondary degree(s) are required. You may submit scanned copies of official transcripts with your online application. Before enrolling at Fletcher, you will be required to submit **original transcripts**.

If your degree includes credits transferred from another institution (e.g. study abroad, summer school, or transfer credit), the courses and grades associated with those credits must be listed on your degree transcript, or provided in a separate transcript from the host institution.

While not required, we encourage you to submit grades for additional courses taken outside of a degree program.

Transcripts not in English **must** be accompanied by a certified English translation. Transcripts should show the name of each course taken and the grade received, as well as the year/term in which it was taken.

If your college or university does not use a traditional 4.0 grading scale, please provide an explanation of the grading system, including systems of designation for honors and distinction in the designated space.

Please do not submit any high school transcripts or records.

□ **Three Letters of Recommendation**

Three letters of recommendations (unless otherwise noted) are required. We suggest that at least one letter come from a faculty member, academic dean, or an advisor familiar with your academic performance. At least one letter should come from a professional supervisor, mentor, or colleague.

Though we **strongly** prefer use of the online recommendation system, you may also download a copy of the recommendation form once you have added your recommender information. Electronically submitted recommendations **do not** need to be followed up with paper recommendations.

□ **Essay 1: Personal Statement** (600-800 words, single-spaced, Arial 12 point font)

Fletcher's Committee on Admissions seeks to ensure that there is a good match between each admitted student and the School.

Please tell us your goals for graduate study at Fletcher and for your career. Describe the elements of your personal, professional, and/or academic background that have prepared you for your chosen career path. Why is The Fletcher School the right place to pursue your academic objectives and to prepare you to meet your professional goals? Why have you selected the degree program to which you are applying?

If you are planning to pursue a joint degree, please be sure to address this interest in your personal statement.

□ **Essay 2** (500 words maximum, single-spaced, Arial 12 point font)

Share something about yourself to help the Committee on Admissions develop a more complete picture of who you are.

□ **Reapplicant Essay** (500 words maximum, single-spaced, Arial 12 point font)

Please explain how your candidacy has changed since your last application.

□ **Additional Information** (single-spaced, Arial 12 point font)

Please provide any additional information that you would like to bring to the attention of the Admissions Committee. This may include information regarding your academic records, plans to retake standardized tests or any other information relevant to your application. **Please do not upload writing samples.**

□ **Map Your Future Candidates Essay** (500 words maximum, single-spaced, Arial 12 point font)

What professional opportunities do you plan or hope to pursue during the next two years? What do you hope to learn and what skills do you hope to cultivate?

□ **PhD Essay** (500 words maximum, single-spaced, Arial 12 point font)

Please explain why you believe a Ph.D. from a multidisciplinary program in international affairs at a professional school, as compared with a doctorate from a conventional program in a single academic discipline, advances your intellectual and professional ambitions.

□ **PhD Proposal** (1,500 words maximum, single-spaced, Arial 12 point font)

Please upload a document containing your Ph.D. proposal. Your PhD Proposal should include:

- A title
- A researchable topic: what question do you propose to study and what evidence are you bringing to bear?
- A brief overview of the literature of the field
- A short description of the proposed methodology for research: how does your research question fit into the existing body of scholarship? How do you propose to answer your research question? What methodologies do you propose to use?

- **PhD Applicants - MA Thesis or a writing sample of approximately 40 pages (in English)**
Please upload a copy of your thesis to the online application. If your master's program did not require the writing of a thesis, you can provide a substantial writing sample as a substitute, so long as you are the sole author.
- **Résumé**
Provide a current résumé that includes information on, and dates of, your educational history, employment, academic honors and awards, international travel, scholarships, publications, and extracurricular, community and volunteer activities.
- **Official Test Score Reports (please read carefully for requirements)**
Based on the degree program you are applying to, certain tests are required to complete your application. Most applicants are required to take either the Graduate Record Examination (GRE) or the Graduate Management Admissions Test (GMAT). Subject tests of the GRE are not required. The GRE or GMAT is not required for the LLM program. The GRE or GMAT is not required for exchange candidates, but is encouraged.

If your native language is **not** English and you have **not** earned a university degree (undergraduate degree or graduate degree lasting two or more years) where English was the language of instruction, you are required to take either the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or the Pearson Test of English (PTE). A score of 100 on the Internet-based TOEFL (600 on the paper-based TOEFL), with subscores of 25 on each of the four components (reading, writing, listening, speaking) is generally considered evidence of sufficient English language ability for graduate study at The Fletcher School. Equivalent scores of 7 on the IELTS (with subscores of 7), or 68 on the PTE are also considered indication of sufficient ability.

Applicants must contact the testing service to have their official score reports sent to The Fletcher School. For the GRE or TOEFL, the institutional code is 3399. For the GMAT, the institutional code is 7JB-L3-70. No department codes are required. **To ensure timely score reporting, we suggest that you take the required standardized test at least one month prior to the admissions deadline.**

While not a requirement, the LLM Admissions Committee recommends that applicants whose native language is not English take Cambridge's Inter Legal English Certificate (ILEC) and receive a minimum of B2 pass.

- **On-Campus Evaluative Interview (optional)**
An on-campus evaluative interview is an excellent way for you to share information about yourself and to learn how The Fletcher School will meet your academic and career goals. The interview is recommended, but not required. Interviews are held throughout the fall semester, and availability is limited. Additional information regarding the interview process and scheduling can be found at <http://fletcher.tufts.edu/Admissions/Experience-Fletcher/Visit-Fletcher>.
- **Online Video Interview (optional)**
Should circumstances preclude you from joining us at Fletcher for an on-campus interview, we also offer the opportunity for you to submit a video interview. While video interviews are optional, they can provide valuable supplemental information to your application. The video interview allows you to respond to pre-recorded questions from current students. To register for an interview, email fletcheradmissions@tufts.edu with your name, preferred email and an attached résumé. If you do not submit a résumé, we cannot process your request. Full instructions for the video interview process are available at <http://fletcher.tufts.edu/Admissions/Experience-Fletcher/Virtual-Offerings>.
- **Scholarship Application (if applicable)**
To apply for scholarship aid from Fletcher, you must complete the Scholarship Application included with the online application. U.S. students and permanent residents intending to apply for federal student loans must include a Social Security Number on the Application for Admission and complete The Free Application for Federal Student Aid (FAFSA). You may obtain the FAFSA form at <https://fafsa.ed.gov/>. The FAFSA code for Tufts University is 002219. If you would like to receive information about your eligibility for federal student loans before making an enrollment decision, we strongly recommend that you complete and submit the FAFSA by February 15.