



## GRADUATE APPLICANTS

Graduate applicants must submit the following:

- ❑ **APPLICATION FORM.** Must be filled out completely, signed, and dated.
- ❑ **APPLICATION FEE (\$100) and TUITION DEPOSIT (\$500)\*.** Please make a check/money order payable to Academy of Art University. Visa and MasterCard payments are also acceptable. The application fee and tuition deposit are non-refundable. The \$500 tuition fee will be credited toward tuition for the first semester upon enrollment.  
*\* Your application, application fee, & tuition deposit are only valid for the semester that you have applied for. New students who do not enroll but wish to return for a later semester must reapply.*
- ❑ **OFFICIAL TRANSCRIPTS.** Graduate applicants must submit an official college transcript, verifying prior Bachelor's degree. Foreign transcripts and diploma must have a Bachelor's degree and Date of Graduation stated on them. If your transcripts are not in English, they must be translated and notarized by a translation service. Photocopy is unacceptable.
- ❑ **AFFIDAVIT OF SUPPORT.** Enclosed. Also available in digital format  
[http://www.academyart.edu/assets/pdf/affidavit\\_of\\_support\\_form.pdf](http://www.academyart.edu/assets/pdf/affidavit_of_support_form.pdf)  
Applicants and sponsor(s) must fill out this form and sign it. Photocopy is unacceptable.
- ❑ **OFFICIAL/ORIGINAL BANK LETTER.** A letter or certificate from your bank (or sponsor's bank) showing at least **\$36,000 USD**. Bank letter must be in English. Photocopy is unacceptable. **The copy submitted to the school will not be returned back to student. Student is advised to obtain two copies of the bank letter from the bank.**  
*\*Please note that U.S Financial Aid is not available for International Students. International students SHOULD NOT depend on employment in the U.S. for financial support while attending the university.*
- ❑ **PHOTOCOPY OF PASSPORT.**
- ❑ **TOEFL OR TOEIC SCORE.** (no minimum requirement) Please visit these websites if you have not taken either of these tests: for TOEFL <http://www.ets.org/toefl/>; for TOEIC <http://www.ets.org/toEIC/>.  
Our institutional code is **4207**.

### BEFORE REGISTERING FOR CLASSES:

- ❑ **PORTFOLIO:** Portfolio is reviewed for class placement purpose. Registration for the appropriate classes is based on the skills demonstrated in your portfolio. If you hold a Bachelor's Degree minimum and do not have a portfolio, we encourage you to apply.
- ❑ **STATEMENT OF INTENT.** A one-page statement of your goals in graduate school.
- ❑ **RESUME**  
It's required that you submit your portfolio digitally together with your statement of intent and resume at <https://www.pipelinexi.com/hcs/web/psx.jsp?url=externalFileTransfer>
- ❑ **LETTERS OF RECOMMENDATION.** For most majors, letters of recommendation are optional, but suggested. For Motion Pictures & Television applicants, three letters of recommendation are required.

***International students who are currently attending school in U.S. also need to submit the following:***

- ❑ **TRANSFER EVALUATION FORM.** Enclosed - only for students who currently hold an F-1 visa. Also available in digital format at <http://www.academyart.edu/assets/pdf/TransferSchoolEvalForm.pdf> You must be released from SEVIS by your school before we can issue the I-20.
- ❑ **PHOTOCOPY OF CURRENT I-20 FORM, I-94, OR OTHER VISA TYPE.** Only for students who are currently studying in the U.S.

Please send all application materials to:

Academy of Art University  
Attn: International Admissions  
79 New Montgomery Street  
San Francisco, CA 94105  
Tel. (415) 274-2208  
Fax (415) 618-6278

[intladmissions@academyart.edu](mailto:intladmissions@academyart.edu)