International Student Application Instructions

Northwest University practices selective admissions and encourages applications from Christian students who desire an education that integrates Christian faith, provides intellectual challenge and growth, and encourages spiritual commitment. The University reviews academic records, moral character, and willingness to comply with the standards and values of the University. All applicants are evaluated without regard to sex, race, color, age, national or ethnic origin, or physical disability.

Application Requirements:

1. Application
   Submit the undergraduate application for admission to the Admissions Office. Applications must be signed and include the Christian Experience essay.

2. $30 (non-refundable) Application Fee
   Please make checks or money orders payable to Northwest University.

3. Official High School Transcripts
   Transcripts must be official documents, not copies, sent from each educational institution attended. Official documents in languages other than English must include certified English translations by independent agencies. Northwest University determines the acceptability of any foreign work and academic placement. If you are transferring any units from a foreign institute, you must have your course work evaluated by an approved evaluation service. Once we receive their evaluation, Northwest will determine the acceptability of any units. A list of agencies can be found at www.naces.org/members.htm.

4. TOEFL (Test of English as a Foreign Language)
   Submit a TOEFL score taken within the period of six months prior to application. A minimum score of 61 on the internet exam is required for admission to the University. Scores are submitted to Northwest University by the testing agency – School code 4541.
   • Students may choose to submit an SAT score rather than a TOEFL score to be considered for admission.
   • Students transferring to Northwest University from a college or university in the United States who have completed at least one year of college level courses will not be required to submit a TOEFL score.

5. References
   The University requires two references for admission – a Pastoral Reference and an Academic Reference. Reference forms are included in the application for admission.

   Complete the Statement of Financial Responsibility, including all necessary documentation. If you have a United States sponsor, the sponsor will need to fill out the Affidavit of Support. Provide the required documents and have the form notarized before sending it to the university.

When all application items are received, your application will be submitted for admissions consideration. Failure to supply all necessary information will delay admission approval and granting of the I-20 form for visa purposes.

Application Deadlines:  Fall: April 1  Spring: September 1

Please mail your application and required documentation to:
Office of Admissions
Northwest University
P.O. Box 579
Kirkland, WA 98083-0579
USA
**Personal Information (Please Print)**

**Applying for:**  
- Undergraduate AA or BA/BS Program*  
- English as a Second Language Program  
- Running Start Student  
- Transfer Student

**Status:**  
- Beginning Freshman  
- Running Start Student  
- Transfer Student

**Admission For:**  
- Fall (Sept.-Dec.) 20____  
- Spring (Jan.-Apr.) 20____  
- Summer (May) 20____

**Residency Status:**  
- On-Campus Single Resident  
- On-Campus Married Resident  
- Off-Campus

**Name:** _______________________________________________________________________________________________________________

**LAST (FAMILY NAME)  FIRST (GIVEN NAME)  MIDDLE (OTHER NAMES USED)  FORMER NAME (IF APPLICABLE)**

**Current Address:** ____________________________________________________________________________________________________

**MAILING ADDRESS   CITY  STATE/PROVINCE ZIP + 4/POSTAL CODE  COUNTRY**

**Ending date at this address (If applicable): _____/_____/_____**

**Current or Cell Phone:** (_____) __________________________

**Permanent Address:** ____________________________________________________________________ _ ______________________________

- Check box if same as above  

**MAILING ADDRESS   CITY  STATE/PROVINCE ZIP + 4/POSTAL CODE  COUNTRY**

**Permanent Phone:** (_____) ____________________________

**Age:** _______  
**Birth Date:** _______________ **MONTH** **DAY** **YEAR**

**Gender:**  
- Male  
- Female

**Marital Status:**  
- Single  
- Married

**E-mail:** ___________________________________________  
**Social Security Number (If applicable): ________________**

**Citizenship:**  
- US  
- Permanent US Resident

- Current Visa Status (If applicable) __________________________________

- Country(ies) of Citizenship _____________________________

- Country of Birth ________________________________________

**Family Information**

**Father/Guardian’s Name:** _____________________________________________________________________________________________

**LAST (FAMILY NAME)  FIRST (GIVEN NAME)  MIDDLE (OTHER NAMES USED)**

**Father/Guardian’s Address:** _______________________________________ _ _ _ _ _ _ _ ________________________________________________

**MAILING ADDRESS   CITY  STATE/PROVINCE ZIP + 4/POSTAL CODE  COUNTRY**

**Father/Guardian’s E-mail Address:** ___________________________________________  
**Phone:** (_____) __________________________

**Mother/Guardian’s Name:** ____________________________________________________________________________________________

**LAST (FAMILY NAME)  FIRST (GIVEN NAME)  MIDDLE (OTHER NAMES USED)**

**Mother/Guardian’s Address:** _______________________________________ _ _ _ _ _ _ _ ________________________________________________

- Check box if same as above  

**MAILING ADDRESS   CITY  STATE/PROVINCE ZIP + 4/POSTAL CODE  COUNTRY**

**Mother/Guardian’s E-mail Address:** ___________________________________________  
**Phone:** (_____) __________________________

**Have your parents or other members of your family attended Northwest University?**  
- Yes  
- No

**If yes, please list names and relationships to you:** ____________________________________________

*Requires a TOEFL score of 500 or higher for students whose first language is not English.
Education Background

Last high school attended: ____________________________________________________________

NAME OF SCHOOL

____________________________________________________________________________________________________________________

MAILING ADDRESS                                  CITY       STATE/PROVINCE       ZIP + 4/POSTAL CODE      COUNTRY

Phone: (_____) ________________ If still attending, give expected date of graduation: _____/_____/_____

Date of graduation: _____/_____/_____

Have you taken the SAT or ACT (optional)? ☐ SAT ☐ ACT Date: _____/_____/_____

When did you last take the TOEFL test? Date: _____/_____/_____ Most recent TOEFL test score: _________________________

Have you taken post-secondary-level classes for college or university credit while still in high school? (For example, Running Start, AP, or IB): ☐ Yes ☐ No If yes, which program(s)? _______________________ Where? _____________________________

List below all colleges and universities (or post-high school institutions) attended:

<table>
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<tr>
<th>NAME</th>
<th>CITY/STATE</th>
<th>DATES ATTENDED</th>
<th>MAJOR</th>
<th>DEGREE (if any)</th>
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If you are transferring from another college or university in the USA, what is your reason for transferring?

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

Have you been dismissed or placed under any academic or disciplinary suspension, probation, or similar action at any institution? ☐ No ☐ Yes (If yes, please attach a two-paragraph explanation with this application.)

Have you been adjudicated and/or convicted of any criminal offenses (excluding minor traffic violations)? ☐ No ☐ Yes (If yes, please attach a two-paragraph explanation with this application.)

Have you used nonmedicinal drugs, alcohol, or tobacco within the last two years? ☐ No ☐ Yes (If yes, please attach a two-paragraph explanation with this application.)

Career Goal(s)

Which degree do you plan to complete at Northwest University? (See insert for list of degree programs)

☐ Associate of Arts ☐ Bachelor of Arts ☐ Bachelor of Science ☐ Diploma ☐ Certificate ☐ Undecided

If AA, please indicate: ☐ General Studies or ☐ Health Science

Have you applied to any other colleges or universities? If so, please list:

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

What was the most important factor in your decision to submit this application? __________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________
Extracurricular Activities/Academic Awards

Please list the school, community, church, and work activities in which you have been involved. Be sure to include specific events, major accomplishments, and offices/positions you have held. Please describe any scholastic awards or honors you have received.

___________________________________________________________________________________________________________
___________________________________________________________________________________________________________
___________________________________________________________________________________________________________
___________________________________________________________________________________________________________

Church Relationship

Name and address of the church you attend: ______________________________________  (_____) ______________

NAME                          PHONE

MAILING ADDRESS                   CITY       STATE/PROVINCE  ZIP + 4/POSTAL CODE                COUNTRY

Name of Senior Pastor: _____________________________________     Denomination: _________________________________________

How long have you been attending? ___________________________       How often do you attend? ______________________________

Please deliver reference forms to your Pastor and Academic Reference (not relatives)

Pastor: __________________________________________________________________________     (_____) __________________

NAME    E-MAIL                                PHONE

MAILING ADDRESS    CITY     STATE    ZIP

Academic Reference: ___________________________________________________________________________      (_____) ______________

NAME   E-MAIL                            PHONE

INSTITUTION       TITLE

MAILING ADDRESS    CITY     STATE    ZIP

Signature

In applying for admission to Northwest University, I affirm that I will abide by its purposes and standards of conduct as stated in the university catalog and at www.northwestu.edu/handbook. I hereby certify that all statements are true and accurate.

Signature: _________________________________________________    Date: ______________________

Christian Experience Essay

Please submit a typed essay (minimum of one page, maximum of three pages) that addresses the following questions:

1. Write a brief narrative that shows how your Christian faith has sustained you in a difficult time in your life or has developed you as an individual.

2. Why do you want to attend Northwest University and in what ways do you envision your NU classes, worship, and personal experience impacting your life goals?
To the applicant: Print your name and address on the lines below. If you are an incoming freshman or running start student, submit this form to a teacher, professor, counselor or another school administrator who is qualified to give reference regarding your academic ability. If you are a transfer student, submit this form to a college instructor or administrator in your college who knows your academic ability. This reference is to be provided by a person outside your family. Applicant should provide for the person completing this reference a stamped envelope addressed to the Office of Admissions.

Note: I willingly waive my right of access to see this recommendation knowing that this waiver is NOT required as a condition for admission.

Signature: ___________________________ Date: ___________________________

Name of Applicant: ___________________________ Phone: (______) _______________________

Current Address: ________________________________________________________________

CITY                      STATE/PROVINCE        ZIP/POSTAL CODE        COUNTRY

Indicate the program for which you are applying:

☐ English as a Second Language program  ☐ Undergraduate International program

The above individual is applying for admission to Northwest University and is asking you to complete an academic reference. Our desire is to admit students who will profit the most from their studies in an educational environment such as ours. It is important that you be candid, fair, and accurate in your remarks. The student will not be admitted without an academic reference, and his/her application will be incomplete until we receive your evaluation. Thank you for your response.

How long have you known this applicant? ________ Years _________ Months

In what capacity do you know this applicant? ______________________________________

How well do you know the applicant?  ☐ Very well  ☐ Well  ☐ Casually

What is your opinion regarding the ability of the applicant for further academic work?

☐ Highly Enthusiastic  ☐ Strong  ☐ Moderate  ☐ Hesitant  ☐ Negative  ☐ No Knowledge

Compare this student’s academic performance with other able students: ______________________________________

How do you feel about the applicant’s social readiness for college?

☐ Highly Enthusiastic  ☐ Strong  ☐ Moderate  ☐ Hesitant  ☐ Negative  ☐ No Knowledge

Describe the applicant’s leadership ability.

☐ Exceptional Ability  ☐ Good Ability  ☐ Makes some effort to lead  ☐ Prefers to follow

What goals does the applicant have? ______________________________________
What are the applicant’s strong points (include special abilities)?

On a scale of 1 to 4 (1=low, 4=high), rate the applicant in the following areas:

4 = Superior      3 = Above average      2 = Average      1 = Deficient
__ Honesty and personal integrity __ Attitude toward authority __ Judgment
__ Attitude toward school work __ Ability to make friends __ Dependability
__ Emotional stability __ Ability to adapt __ Concern for others

Are there any factors that might hinder this student’s academic performance and/or personal relationships?

Further comments you may have regarding this applicant:

Would you recommend this applicant for admission to Northwest University?
☐ I recommend this applicant  ☐ I do not recommend this applicant*  ☐ I recommend this applicant with this reservation*
* If you have not recommended or have reservations about recommending this applicant, please explain on an additional sheet of paper. Please include any comments that you feel would help us in regard to this applicant.

Print Name: ________________________________
Phone: (____) ____________________________ Email Address: ________________________________
Institution: ______________________________ Position: ________________________________
Address: ____________________________________________________
NUMBER AND STREET _____________________________
________________________ CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

Date: __________________________ Signature: __________________________

Position: ________________________________
Would you like us to call you to discuss any concerns you have about this applicant? ☐ Yes   ☐ No   ☐ If needed
To the applicant: Print your name and address on the lines below. This reference is to be provided by a person outside your family. Applicant should provide for the person completing this reference a stamped envelope addressed to the Office of Admissions.

I willingly waive my right of access to see this recommendation, knowing that this waiver is NOT required as a condition for admission.

Signature: ___________________________________________ Date: ____________________________

Name of Applicant: ________________________________________________________________________________________________

LAST (FAMILY NAME) FIRST (GIVEN NAME) MIDDLE (OTHER NAMES USED) FORMER NAME (IF APPLICABLE)

Current Address: _____________________________________________________________

NUMBER AND STREET

CITY STATE/PROVINCE ZIP/POSTAL CODE COUNTRY

Indicate the program for which you are applying:

☐ English as a Second Language program
☐ Undergraduate International program

The Mission of Northwest University is to provide, in a distinctly evangelical Christian environment, a quality education to prepare students for service and leadership.

This reference form will not be available to the applicant for inspection if he/she has signed above. The above named applicant is applying to Northwest University and is asking you to furnish a reference. Northwest is a Christian institution with definite Christian goals and the desire is to admit those who will profit the most from their studies here. It is essential that you be frank, fair and accurate in your remarks and estimates.

How long have you known this applicant? ________ Years ________ Months

In what capacity do you know this applicant? ________________________________

How well do you know the applicant? ☐ Very well ☐ Well ☐ Casually

Does the applicant know Christ as personal Savior and Lord? ☐ Yes ☐ No ☐ Unknown

Does the applicant demonstrate Christ in his/her lifestyle? ☐ Yes ☐ No ☐ Unknown

Please describe: _____________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

Describe the applicant’s leadership ability:

☐ Exceptional ability ☐ Good ability ☐ Makes some effort to lead ☐ Prefers to follow
What goals does the applicant have? 
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

What are the applicant’s strong points (include special abilities)?  
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

What is your opinion of the applicant’s level of social readiness for university life?  
☐ Highly enthusiastic  ☐ Strong  ☐ Moderate  ☐ Hesitant  ☐ Negative  ☐ No knowledge

On a scale of 1 to 4 (1=low, 4=high), rate the applicant in the following areas:  

1 = Deficient  2 = Average  3 = Above average  4 = Superior

☐ Honesty and personal integrity  ☐ Attitude toward authority  ☐ Judgment
☐ Attitude toward schoolwork  ☐ Ability to make friends  ☐ Dependability
☐ Emotional stability  ☐ Ability to adapt  ☐ Concern for others

Further comments you may have regarding the applicant:  
________________________________________________________________________________
________________________________________________________________________________
________________________________________________________________________________

Northwest University holds that certain standards of conduct are unfitting for a Christian (see Galatians 5:19-21). Please comment on a separate sheet of paper only if you feel the applicant would have problems adjusting to the University with regard to any of these areas.

☐ I recommend the applicant  ☐ I do not recommend the applicant*  

☐ I recommend the applicant with this reservation*

*If you have not recommended or have reservations about recommending this applicant, please explain on an additional sheet of paper. Please include any comments that you feel would help us in regard to this applicant.

Signature: __________________________ Name (print): __________________________

Position: __________________________

Church Name: __________________________

Church Address: __________________________

NUMBER AND STREET  E-MAIL ADDRESS

CITY    STATE/PROVINCE    ZIP/POSTAL CODE    COUNTRY

Phone: (____) _________________ Date: ____/____/____
INTERNATIONAL STUDENT
Undergraduate Degree Programs

Please indicate one major of interest: ( □ = Major  □ = Concentration within Major)

School of Business
☐ Business Administration
☐ Finance & Accounting
☐ Management
☐ Marketing

School of Education
☐ Secondary Education
  ☐ Biology
  ☐ English/Language Arts
  ☐ English as a Second Language
  ☐ Health and Fitness
  ☐ Mathematics
  ☐ Social Studies
  ☐ Theatre Arts

☐ Elementary Education
  ☐ Humanities
  ☐ Math
  ☐ Science

☐ Undecided

School of Ministry
☐ Biblical Literature
☐ Children’s Ministries
☐ General Ministry

☐ Intercultural Studies
  ☐ Africa Studies
  ☐ China Studies
  ☐ Middle East Studies
  ☐ Latin American Studies
  ☐ Russian Studies
  ☐ Linguistics

☐ Missions
☐ Music Ministry
☐ Pastoral Ministries
☐ Youth Ministries
☐ Undecided

School of Nursing
☐ Nursing

For more information about academic programs available at Northwest University, including minors, please visit www.northwestu.edu/programs.
INTERNATIONAL STUDENT

Transcript Request

**Student:** Please fill out and send this form to all secondary schools and universities attended, in order to request that official copies of your school records be sent to Northwest University.

**Institution:** For the purpose of seeking admission to Northwest University, please send an official copy of the below-named student’s transcript to:

Office of Admissions
Northwest University
P.O. Box 579
Kirkland, WA 98083-0579
USA

Student Name: ____________________________________________

Institution Name: ____________________________________________

Student I.D. Number: ________________________________

Year of graduation/last attendance was: ____________________________

Signature: ____________________________ Date: __________________

Indicate the program for which you are applying:

- ☐ English as a Second Language program
- ☐ Undergraduate International program

-----------------------------[Feel free to make additional copies of this form as needed]-----------------------------

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Transcript Request

**Student:** Please fill out and send this form to all secondary schools and universities attended, in order to request that official copies of your school records be sent to Northwest University.

**Institution:** For the purpose of seeking admission to Northwest University, please send an official copy of the below-named student’s transcript to:

Office of Admissions
Northwest University
P.O. Box 579
Kirkland, WA 98083-0579
USA

Student Name: ____________________________________________

Institution Name: ____________________________________________

Student I.D. Number: ________________________________

Year of graduation/last attendance was: ____________________________

Signature: ____________________________ Date: __________________

Indicate the program for which you are applying:

- ☐ English as a Second Language program
- ☐ Undergraduate International program

-----------------------------[Feel free to make additional copies of this form as needed]-----------------------------