Application for Admission to the Doctoral Programs

The applicant must meet specific admission requirements for the program to which he or she makes application for admission. The applicant must submit application packet items 1 through 8 listed below. Both the application packet items and the interview will be taken into consideration to determine if an invitation to study in the program will be extended to the applicant.

Admission Packet Items

1. **Official Transcripts.** Official transcripts of all earned credit leading toward both baccalaureate and master’s degrees must accompany the application.

2. **Application Fee.** A non-refundable application fee of $50 must be included with the application.

3. **Official Entrance Examination Score.** The applicant must submit with the application the Graduate Record Examination (GRE). In lieu of the GRE, applicants may, upon approval, submit the Graduate Management Admission Test (GMAT), Miller Analogies Test (MAT), or other nationally recognized aptitude test with comparable scores.

4. **Admissions Assessment Instrument.** The applicant must complete and submit as part of the application the written Admissions Assessment Instrument, which will evaluate the applicant’s long-range professional and scholarly interests, goals, and potential for doctoral-level critical thinking and research.

5. **Professional Experience.** The applicant must submit, if applicable, a résumé that details the applicant’s employment history. Completion of one or more years of full-time employment by the applicant is preferred. Individuals without prior work experience must complete 6 total semester hours of an internship.

6. **Letters of Recommendation.** The applicant must include the official program recommendation forms from each of the following specific sources: (a) character or personal recommendation from the applicant’s church minister; (b) an academic recommendation from a professor with whom the applicant studied at the master’s level; and (c) a professional reference from a supervisor under whose oversight the applicant worked. Official forms may be obtained by writing or calling the Ph.D. Office at 214.333.5454.

7. **Employment Letter of Support.** If the applicant is a full-time employee, a letter from the current employer indicating support of the applicant’s intent to pursue doctoral studies while the professional relationship is maintained must be included.

8. **English Language Requirements for International Students.** Non-USA citizens, except those who received an accredited baccalaureate and/or master’s degree from the United States, must take the computer version of the Test of English as a Foreign Language (TOEFL), the Test of Written English (TWE), and the Test of Spoken English (TSE). The required scores are as follows: TOEFL – 250 or above may be admitted (84 on Internet version); TWE – 5; and TSE – 50. These examinations should be taken no later than the January preceding the deadline for admission. Official copies from the national testing centers should be sent directly to DBU’s Ph.D. program office.

Admission Application Interview

The applicant must be present for a personal interview during the scheduled Admission Interview Event at DBU to provide all parties with opportunities to assess the reciprocal compatibility of the program and applicant.

Application Deadline

The deadline for submission of the complete Admission Packet each year is March 20 for summer matriculation.