Submitting an Application

To submit an application, the documents listed below will be required. Please refer to the Carleton Graduate website on how to submit: [http://graduate.carleton.ca/apply-online/required-documents/](http://graduate.carleton.ca/apply-online/required-documents/).

To be considered for financial assistance, the **completed** application (including all supporting documentation) must be received by Carleton University no later than January 1st for international applicants for fall admission. February 1st is the first deadline for receipt of ALL completed applications and June 1st for the final application deadline for 2016. Unfortunately, applications received after the February deadline risk rejection if the program numbers are attained.

The required documents are:

1. A one-page statement of intent (research interest)
2. A cv/resume with a list of publications if applicable
3. Two letters of reference from persons who are prepared to comment on your academic background and potential for graduate studies
4. One certified transcript from all universities you have attended
5. A preference form for financial support (application does not ensure employment) 
   International candidates are asked to state in detail what funding they have available.
6. All international students AND students whose mother tongue is NOT English must provide proof of language proficiency in English (REGARDLESS of language of instruction)
   A score obtained in the last 2 years is required. TOEFL: a score of 550 or above IBT TOEFL test: a score of 86 or above (www.ets.org/toefl) CAELS test: a score of 60 or above
   IELTS: a total band score of 6.5 or above (with 6.0 in each band)
   The GRE test is NOT compulsory, but is recommended for applicants whose first language is not English.
7. A non-refundable application processing fee of $100.00 Canadian must be submitted for each program to which you apply. This fee is payable to the Ontario Universities’ Application Centre (OUAC) by Visa, Mastercard, cheque or money order.

In addition, students who have completed their studies in non-Canadian universities are asked, if possible, to include a description of the content of the women and gender study courses they have successfully completed.