



Office of Graduate and Professional Studies

Request for Waiver of TOEFL/IELTS Requirement

Complete this form to request a waiver of TOEFL/IELTS Requirement. Attach documents if #2 or #3 below are selected as reason for request for waiver. Send all documents to Office of Graduate and Professional Studies, 308 ADM, Chicago State University, 9501 S. King Dr., Chicago, IL 60628. Waiver will be reviewed within 5 business days of receipt and notification will be sent to email listed below. Your application file will remain incomplete until waiver is approved or TOEFL/IELTS score received.

Name: UID:
Email: Phone:
Secondary email: Secondary Phone:

Select one of the following categories:

- 1. Applicants who completed an undergraduate or graduate degree from a regionally accredited university in a country where English is the SOLE OFFICIAL language of instruction for all schools. (such as: Australia, Bahamas, Barbados, Belize, Bermuda, British Virgin Islands, Canada (except Québec), England, Ghana, Ireland, Jamaica, Kenya, New Zealand, Nigeria, Scotland, South Africa, St. Vincent and the Grenadines, Trinidad and Tobago, Uganda, US territories (US Virgin Islands, Guam, Micronesia) and Wales.)

University: Country:

- 2. Applicants who have received or will receive a degree from a regionally accredited university in the United States. Applicant must submit an unofficial transcript showing degree awarded or in progress, or a letter from the university's registrar or dean verifying degree candidate status from that institution with application for waiver of submission of TOEFL/IELTS form. An official transcript must still be received before full admission can be awarded and the student is eligible to register for classes.

Attach documentation to this waiver request.

- 3. Applicants who have received or will receive a degree from a regionally accredited university where English is the SOLE language of instruction within the university in a country not listed in #1 above. If applicant is a degree candidate in a university where English is the SOLE language of instruction, along with the application for waiver of submission of TOEFL/IELTS score form, applicant must submit an official verification from that university that English is the SOLE language of instruction in the institution.

Attach documentation to this waiver request.

Print name (SURNAME, First Name, Middle Name) Signature Date (Mon/Day/Year)

Applicants in category 1 will automatically receive the exception. If applicant requests waiver of the TOEFL/IELTS score submission under categories 2 or 3, applicant must indicate this request and transmit the appropriate documentation as indicated on the waiver request form. CSU verifies the submission with the UNESCO/ International Association of Universities' Worldwide Database of Higher Education Institutions, Systems and Credentials.

Office only:

Review outcome: Approver: Date