



## Ph.D. Program Application Package Checklist

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### Application Deadline: January 13, 2012

All the required documents must be submitted by the application deadline.

- Application Form
  - Please complete an online application for Graduate Studies at Simon Fraser University. [http://www.sfu.ca/dean-gradstudies/future/application\\_process.html](http://www.sfu.ca/dean-gradstudies/future/application_process.html)
  - Please note application fee:  
\$90.00 (CDN) for Canadian/Permanent Resident Applicants  
\$125.00 (CDN) for International Applicants
- A brief statement of intent describing your research up-to-now and future plans.
- Curriculum Vitae
- **Official** GMAT results. You can first send us *unofficial* GMAT results for reference with your application package to avoid any processing delays. However, official GMAT results must be submitted later.
- **Official** undergraduate and graduate academic transcripts and records in sealed envelopes from the academic institution(s).
- **Official** TOEFL/IELTS results if applicable. If you have completed a Bachelor's or Master's Degree from a recognized institution where the language of conduct was English, you do not need to take them.
- Three (3) reference letters; two of the referees must be faculty members at universities who are able to comment on your ability to conduct original research. These must be submitted in sealed envelopes, signed across the seal with your application package.
- Include this form in your application package.
- Please mail the package to:

**Attn: Joanne Kim**  
Ph.D. Program Administration  
Beedie School of Business  
Simon Fraser University

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