American University of Armenia

FALL 2016 APPLICATION FOR ENROLLMENT IN CERTIFICATE PROGRAMS

ABOUT AUA

As an institution of higher learning, the American University of Armenia provides teaching, research, and service programs that prepare students and enable faculty and researchers to address the needs of Armenia and the surrounding region for sustainable development, in a setting that values and develops academic excellence, free inquiry, integrity, scholarship, leadership, and service to society.

AUA's certificate programs are intended to develop critical analysis skills and depth of knowledge through advanced coursework, independent study, and research. Program requirements and courses are described in detail on **www.aua.am**.

COLLEGE OF HUMANITIES AND SOCIAL SCIENCES (CHSS)

- Certificate in Translation (CTRA)
- Certificate in Teaching English as a Foreign Language (CTEFL)

Fall 2016 Application Deadline Dates

Early	**March 31, 2016***
Regular	**June 30, 2016***
Rolling**	**August 1, 2016***

** If an application deadline date falls on a non-working day, applicants may submit their application packages on the following working day.*

Pending space availability, applicants may submit applications by the rolling deadline date. However, applicants are strongly encouraged to submit applications well before the published deadline dates. Applicants submitting complete applications by or on the rolling deadline date are considered* ***on a space-available basis.

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Fall 2016 Application for Enrollment in Certificate Programs

INSTRUCTIONS

- **APPLICATION:** Applicants must submit the application in person to the Office of Admissions or via email to **grad@aua.am**. In completing the application, you should ensure you answer all questions. Depending on the version of Adobe Acrobat used, you should be able to save the form and revisit it at any time. **Handwritten applications will not be accepted.**

- **APPLICATION DEADLINES:** Applicants are strongly encouraged to submit complete applications well before the published deadline dates. The Application for Enrollment in Certificate Programs is considered complete when it includes the following documents: the completed Application for Enrollment in Certificate Programs, a Statement of Purpose, official transcript(s) of all university records (original and copy), all university diploma(s) (original and copy), proof of English language proficiency, passport (photo page and registration page - original and copy) or national ID (original and copy), and the application fee. If sending your application via email, please initially scan and attach all aforementioned documents. If accepted for enrollment, you will be required to submit the originals and copies of all official documents to the Office of Admissions for verification purposes. If you are uncertain whether your application is complete, please check with the Office of Admissions.

  Male applicants applying for enrollment in Certificate Programs at AUA cannot apply for military deferment.

- **NON-REFUNDABLE APPLICATION FEE:**

For Armenian Citizens and Armenian Special Passport Holders:

- 6,000 AMD

For International Applicants:

- 6,000 AMD

- **ACADEMIC CREDENTIALS:** Submit the original and a copy of official diploma(s) and transcript(s) for all colleges and universities you have attended. If you are in your final year of university studies, you should submit your official diploma and final transcript along with a copy after graduation. If the original diploma(s)/transcript(s) are in a language other than English, Armenian, or Russian, then a notarized English translation is required. Originals will be returned upon verification.

- **ENGLISH LANGUAGE PROFICIENCY REQUIREMENT:**
  Applicants for enrollment in Certificate Programs at AUA must submit an official score report confirming English Language Proficiency either through the TOEFL iBT or the IELTS Academic exam. Please note that the TOEFL/IELTS scores are valid for two years. Native or near native English speakers may be eligible to receive a waiver for the English Language Proficiency exam and should check with the Office of Admissions or **http://im.aua.am/** for more information.

  Applicants must ensure that official test scores are sent to AUA directly from the testing service, using AUA's institution codes as noted below:

IELTS ACADEMIC	**American University of Armenia,** 40 Baghramyan Avenue, Yerevan 0019
TOEFL iBT	**code 4151**

- **PERSONAL STATEMENT:** Applicants should prepare an informative Statement of Purpose that details their intention to apply for enrollment in Certificate Programs at AUA. The Statement of Purpose must be typed. Applicants are encouraged to review the **Statement of Purpose Instructions** in detail and respond thoroughly. **You should write the Statement of Purpose yourself and ensure you do not copy or plagiarize.**

- **IDENTIFICATION:** Provide a copy of the photo and registration (if applicable) pages of your passport or a copy of the front and back sides of your National ID Card (for Armenian citizens).

- **PHOTOS:** Provide two recent photos (3.5x4.5 cm in size) with your full name written on the back.

The Office of Admissions holds periodic informational sessions and application help days. Please check **http://admissions.aua.am/admissions-calendar/** for dates. Questions can be addressed via email to **grad@aua.am** or via phone at **+374 60 69 40 40.**

IMPORTANT: Check your email often. We use email as a means of communication to address any questions regarding your application form and also to communicate enrollment decisions.

EQUAL OPPORTUNITY: Any person may apply to study at the American University of Armenia. AUA does not discriminate on the basis of race, national or ethnic origin, religion, sex, gender identity, sexual orientation, pregnancy, disability, age, medical condition, marital status, citizenship, or military service status.

The American University of Armenia is accredited by the WASC Senior College and University Commission, 985 Atlantic Avenue, #100, Alameda, CA 94501, 510.748.9001.

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