April 4, 2016

NAME STUDENT ID #

ADDRESS

Dear FIRST NAME,

Congratulations! I am pleased to inform you, upon recommendation of the MPA Admissions Committee, that you have been accepted into Evergreen’s Master of Public Administration program for Fall 2016. We select our entering cohorts with considerable care, and this year’s pool of applicants was very competitive. You are part of a diverse, capable, and dedicated cohort of people selected to begin the program this year.  We hope you will join us.

To accept this offer of admission and reserve your space in the Fall 2016 cohort, **the college must receive a non-refundable $100.00 tuition deposit by Thursday, May 5, 2016**. Instructions for paying the deposit and for activating your “my.evergreen” student account are enclosed. Please activate your my.evergreen account to ensure that you receive emails from us and to enable you to register for Fall 2016 courses.

If you \***cannot\*** accept our offer of admission, please email [nihoap@evergreen.edu](mailto:nihoap@evergreen.edu) Assistant Director for the MPA-*Tribal Governance Concentration*, as soon as possible at [nihoap@evergreen.edu](mailto:nihoap@evergreen.edu) so that we may admit other students.

What follows is some important information about admission, financial aid and Fall quarter registration and course scheduling. If you have any questions, feel welcome to contact Puanani, at [nihoap@evergreen.edu](mailto:nihoap@evergreen.edu).

Your admission to the MPA program requires **proof that you’ve been awarded a baccalaureate (bachelor’s) degree** before you begin MPA coursework in Fall 2016. Accordingly, the Evergreen Office of Admissions must receive an official transcript or other written confirmation from an official of the awarding institution indicating you have been awarded your bachelor’s degree **by September 15, 2016**. The Office of Admissions must receive an official transcript reflecting the awarding of the bachelor’s degree by November 1, 2016 in order for you to continue in the MPA Program beyond the Fall Quarter. *If you are awarded financial aid, your final transcript reflecting completion of the bachelor’s degree* ***must*** *be received by September 15, 2016 in order for any financial aid funds to be released for Fall Quarter.*

In addition, we are requiring that you participate in a **one (1) quarter credit public or non-profit sector internship** *before you* ***\*graduate\**** from the MPA program. This internship is a requirement for students with limited professional experience (less than one year) in public policy or public and nonprofit administration. If you believe that you have the requisite experience, you may petition this decision to the MPA Director **after** you begin the MPA program in the Fall.

This offer of admission is dependent upon successful completion of any academic work currently in progress.

Re: **financial aid**: if you have not yet applied for financial aid and would like to apply: (1) **Complete the FAFSA** (Free Application for Federal Student Aid) to qualify for federal student loans; (2) Review MPA sponsored financial assistance opportunities and **complete the online 2016-17 MPA Financial Aid Application Form by Monday, April 11, 2016.** See our Costs and Aid page for the link to the form and more information: <http://www.evergreen.edu/mpa/costs.htm>. Please note that in order to qualify for any MPA sponsored aid with a **need** component, the FAFSA **must** have been submitted in time to meet the March 1, 2016 campus priority financial aid deadline. Applicants who have completed the 2016-17 MPA Financial Aid Application Form will be informed of MPA awards decisions via email **before** the May 5th MPA admission deposit deadline.

**Fall 2016 course registration will begin on Monday, May 16, 2016.** After we receive your tuition deposit, registration instructions and information about Fall courses will be emailed to your **Evergreen email address.**

**Re: MPA Orientation:** Please reserve **Saturday, October 1, 2016 from 9 am-5 pm** for MPA Orientation. **All new students are required to participate**. We are in the planning stages now and we will send more specific information during the summer.

**Once again, congratulations on your admission to the Master of Public Administration program!** We hope you will accept this offer and look forward to working with you.

Sincerely,

Doreen Swetkis, PhD

Director, MPA Program & Member of the Faculty

The Evergreen State College