



**YESHIVA
UNIVERSITY**

**AZRIELI GRADUATE SCHOOL OF
JEWISH EDUCATION AND ADMINISTRATION**
Fanya Gottesfeld Heller Division of Doctoral Studies

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Instructions for Completing the Application for Admission to the Doctoral Program

1. The admission application must be filled out carefully. Applications improperly or incompletely filled out will be returned. Be sure to indicate the semester for which you wish to be admitted.
2. An application is not considered complete until all required documents have been received by the Azrieli Graduate School. A completed application consists of:
 - [Application](#) & Foreign Student Questionnaire (if applicable)
 - [Application Fee Form](#) and check/money order in the amount of \$50
 - Personal Essay (3-5 pages, double-spaced)
 - [Letters of Recommendation \(2\)](#)
 - Official Transcripts (2 copies of each)
 - Recent Color Photograph (passport sized – 2x2)
3. Students who may require a temporary F-1 or J-1 visa should complete the Foreign Student Questionnaire at the end of this application.
4. After submitting the application via email, please mail the \$50 application fee and the online [Application Fee Form](#) to the above address. We accept personal checks or money orders. Application fees are not refundable or creditable.
5. A personal essay detailing your academic and professional goals, including your experience and your interest in Jewish Education, and your reasons for applying to Azrieli is required for admission to the Doctoral program at Azrieli. Please type yours on separate sheets and mail it to our office soon after completing this application. Essays should be 3 to 5 pages in length, double-spaced.
6. Please send us a recent passport sized color photograph, which can be mailed in with your essay and application fee.
7. Please enter your name in the appropriate places on the online [Recommendation Form](#); print two copies, sign and date them, and send the copies to two university instructors under whom you have studied. If you have been employed as an administrator, teacher or informal educator, you may substitute one school or community official with whom you have worked. All letters of reference should be returned to the above address.
8. A Social Security Number (SSN) must appear on your application for admission. If you do not have a SSN, it will be necessary for you to secure one immediately. Inquire at the nearest Social Security office, which you will find in your telephone book under “United States Government – Social Security Administration.” You need not be employed or be a citizen or resident of the United States to secure a number.
9. Please have two official copies of the transcript records sent directly to the Office of Admissions from each undergraduate and graduate institution attended, excluding schools of Yeshiva University. This applies even if transfer credit for work done at such institutions is not expected or sought. If this application is submitted in the middle of a semester during which the applicant is in attendance at another school, he/she should wait until the end of the term to have transcripts sent; they should be ordered at once and supplements (in duplicate) should be requested upon completion of the term.

Once you have submitted your application in its entirety, we will be in touch with you to schedule an interview.