

## **FREQUENTLY ASKED QUESTIONS**

### **AIR UNIVERSITY DEGREE ADMISSIONS REQUIREMENTS** **FOR** **INTERNATIONAL MILITARY STUDENTS (IMS)**

#### **Air University Admission Requirements**

Q: What are the IMS admission requirements for Air University master's degree programs?

A: The IMS admission requirements are the same for Air War College and Air Command and Staff College. They include:

1. Foreign Credit Evaluation.
2. Test of English as a Foreign Language (TOEFL).

Q: What are the admission requirements if I am not selected by my country for the degree program?

A: If your country did not select you for the master's degree program you will be enrolled in the diploma program and will receive a certificate of completion.

**\*\*\* Result for Foreign Credit Evaluation and TOEFL must be submitted to AU Registrar Admissions NLT 1 June of the year in which student is attending Air University\*\*\***

#### **Foreign Credit Evaluation**

Q: Why do I need to have my academic documents evaluated?

A: Air University is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC). For Air University to provide an accredited master degree, SACSCOC requires that all students have an accredited US bachelor degree or equivalent before being admitted to the master degree program.

Q: Who evaluates my academic documents?

A: Your documents must be evaluated by a credential service agency which is a member of the National Association of Credentials Evaluation Services (NACES) or the Association of International Credential Evaluators (AICE). You can find the list of approved agencies at these web sites.

NACES: [naces.org](http://naces.org)

AICE: [aice-eval.org](http://aice-eval.org)

Q: What type of credit evaluation should I request?

A: Air University requires a general (document-by-document) evaluation.

Q: What academic documents must I provide for evaluation?

A: All documents from your academic education should be submitted for evaluation. Follow the guidance provided by the agency you use.

Q: If someone from my country and I attended the same university, and his academic documents are equivalent to a US degree, why must I have my documents evaluated?

A: Each student is admitted to the Air University master degree program on an individual basis; each student must submit his own documents for evaluation.

Q: What is the cost for evaluation of my academic documents?

A: It depends on which agency you use. Check the agency website for specific information.

Q: Who pays for the evaluation of my academic documents?

A: The student is responsible for paying this cost. Your country may or may not reimburse you for this cost.

Q: If I have a US bachelor or master degree, do I need to have my academic documents evaluated?

A: No. However, you must have the university mail an official transcript to this address:

Air University Registrar  
ATTN: Admissions  
60 W Shumacher Avenue  
Maxwell AFB, AL 36112-6337

Q: Is there a waiver for the bachelor degree equivalent requirement?

A: No. There is no waiver for this requirement.

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### **Test of English as a Foreign Language (TOEFL)**

Q: What is the TOEFL test?

A: The TOEFL test measures your ability to use and understand English at the university level. The test evaluates how well you combine your listening, reading, speaking, and writing skills to perform academic tasks.

Q: Can my English Comprehension Level (ECL) test score be used instead of taking the TOEFL?

A: No. The ECL measures only reading and listening proficiency. The TOEFL measures reading, listening, speaking, and writing.

Q: Do I have to take the TOEFL?

A: As of 2018, all IMSs must take the TOEFL unless from countries which are determined by the U.S. Department of Defense/Defense Security Cooperation Agency are exempt from taking the TOEFL. Countries exempt from taking the TOEFL include: Antigua, Australia, Austria, Bahamas, Barbados, Belgium, Belize, Brunei, Canada, Denmark, Dominica, Finland, Germany, Grenada, Guyana, India, Ireland, Jamaica, Kenya, Malta, Mauritius, Netherlands, New Zealand, Norway, Pakistan, Singapore, St. Kitts, St. Lucia, St. Vincent, Sweden, Switzerland, Trinidad and Tobago, United Kingdom. If you are not from one of these countries, you MUST take the TOEFL.

Q: Does Air University offer the TOEFL test?

A: No. Air University is not a TOEFL test site.

Q: Where can I take the TOEFL?

A: Go to <http://www.ets.org/toefl> for test locations, dates, and cost.

Q: What is the cost for taking the TOEFL?

A: Go to <http://www.ets.org/toefl> for this information.

Q: Who pays for me to take the TOEFL?

A: The student is responsible for paying this cost. Your country may or may not reimburse you for this cost.

Q: How do I register for the TOEFL?

A: Go to <http://www.ets.org/toefl>. Air University personnel cannot assist with this registration.

Q: When can I take the TOEFL?

A: You must take the TOEFL before you leave your country.

Q: How far in advance can I take the TOEFL?

A: TOEFL test scores are valid for two years from the test date. Air University will accept TOEFL results according to TOEFL policy.

Q: How does Air University receive my TOEFL result?

A: When you take the TOEFL, be sure to provide the Air University Institutional Code 9069 as a recipient of your official TOEFL result. The TOEFL agency will mail your result to Air University within 4-6 weeks from your test date.

Q: What is the minimum TOEFL score required for Air University?

A: Internet-based test (iBT): 83  
Paper-based test (pBT): 560

Q: Is there a waiver for the TOEFL if I score below the required score?

A: No. There is no waiver for the TOEFL score.

Q: How many times can I take the TOEFL?

A: As many times as you wish. The only limitation is time: You must take the TOEFL before you leave your country.

Q: If I have a US bachelor or higher degree, must I take the TOEFL?

A: If you completed the US degree within the past four years, you don't have to take the TOEFL. The graduation date on your official transcript from the university will determine if you need to take the TOEFL.

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