

KFSCIS Graduate Programs: Required Documents (Last Updated: October 2026)

- [Online graduate application](#)/application fee.
- Beginning January 15th, 2023, official courses-by-course evaluation is required from a NACES member credential evaluation service for all international post-secondary (college or university) course work. The evaluation must come directly from the evaluation service to FIU certified as an official document. FIU only accepts secure transcripts of post-secondary school records and these must be received via official channels of mail or authorized electronic transmission. All credentials and documents submitted to the Office of Admissions become the property of FIU. FIU will not return original documents to the applicant or forward to other institutions. You are not required to use the agencies below; you can use any of your choice that is a NACES member credentialed.
 - **Josef Silny & Associates**
7101 SW 102 Avenue
Miami, FL 33171
(t) 305.273.1616
www.silny.com | info@jsilny.com
 - **World Education Services**
PO Box 745
New York, NY 10113-0745
(t) 212.966.6311
www.wes.org | info@wes.org
 - **Educational Credential Evaluators, Inc.**
PO Box 514070
Milwaukee, WI 53203-3470
(t) 414.289.3400
www.ece.org
- [If applicable](#), Official TOEFL and Duolingo scores must be reported by the testing agency.
 - The ETS school code for the TOEFL exam is 5206.
 - IELTS can be verified directly by admissions. Please be sure to upload or email a copy of your official IELTS score card.
- If admitted, All foreign educated students are required to provide proof of Degree / Diploma. This can be submitted upon arrival at FIU.

Supporting Documents (Recommended)

- Statement of purpose
- Three letters of recommendation
- Resume

Immigration Documents

These forms are required for international students only.

See <https://admissions.fiu.edu/international/submit-documents/#what> for more info.

- Bank and Sponsor Letter
- Declaration and Certification of Finances
- F-1 Transfer Form (if currently residing in the U.S. on an F-1 visa)

Step One: Apply Online

All applications and associated fees, with the exception of those for the combined BS/MS program, are submitted online at <https://gradschool.fiu.edu/apply/>.

Through the website, applicants will have the opportunity to upload supporting documents, such as a statement of purpose, resume, residency documents for tuition purposes, immigration documents, and the like. They can also provide contact information for recommenders who are then prompted to submit the letters of recommendation through the online portal.

Once submitted, Graduate Admissions will promptly acknowledge receipt of the application via email and will provide a Panther ID as well as further instructions on how to access the MyFIU portal. On MyFIU, students can view the status of their application, including any missing documents. Missing documents are listed under the “To Do List” on the top right-hand corner of the screen.

Once the applicant has been issued a Panther ID, they should include the Panther ID in all communications to the unit representatives, Graduate Admissions, International Student and Scholar Services, and Student Health services.

Step Two: Submit Official Documents

Mailing address for regular U.S. mail:

Office of Admissions

Florida International University

P.O. Box 659004

Miami, FL 33265-9004

Mailing address for couriers (typically used for delivering documents from outside the United States):

Office of Admissions

11200 SW 8th St

BT 201

Miami, FL 33199

FIU requires official documents, even for the initial review of the applications. Required official documents include transcripts, course by course evaluation, translations, and test scores (if applicable).

Transcripts must be official. Foreign students must provide a course by course evaluation from a NACES approved agency.

Official test scores must be reported to the University by the testing agency. The University's ETS code is 5206. IELTS scores may be verified directly by the admissions officer if the applicant provides FIU with a copy of the score report.

Please note that applications are not referred to the unit for review until required documents have been received and the application evaluation can be completed. Uploaded copies of any of these documents are considered unofficial and will not be used in evaluating the application.

Once admitted, international students will also be required to show an official proof of degree, typically a diploma, but can do so upon their arrival to FIU.

For any and all questions regarding admission required documents you must contact the office of international admissions directly at gradadm@fiu.edu.