

APPLICATION FOR GRADUATE STUDY



Admissions Office
 1 Campus Drive, 300 STU
 Allendale, MI 49401-9403 USA
 Telephone: (616) 331-2025
 Fax: (616) 331-2000
 Email: global@gvsu.edu

FOR OFFICE USE ONLY

Date Received	App. Fee Paid
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BIOGRAPHICAL INFORMATION

- Full Name: _____ (_____)
 First Middle Last Former name(s) if any
- *Social Security Number: _____ - _____ - _____
- *Gender: Male Female
- Citizenship:
 U.S. Citizen Permanent U.S. Resident Visa _____ Refugee Other _____
(Attach photocopy of Green Card with Alien Registration Number) (International Students: list visa type and date issued)
- Local Address: _____
 P.O. Box or Street Address

 City State Zip Code
- Permanent Address: _____
 P.O. Box or Street Address

 City State Zip Code
- Phone: _____ Business (Day) Telephone: _____
 Area Code Number Area Code Number
- Email: _____
- State in which you claim legal residence: _____ 10. Length of residence in this state: _____
 If there is anything unusual about your residency status, enclose a letter specifying details. Consult the current Grand Valley State University Undergraduate and Graduate Catalog for more information regarding residency requirements. Years Months
- If you are a Michigan resident, please list county: _____
- *Date of Birth: _____ Place of Birth: _____
 Month Day Year City State Country
- Have either of your parents graduated from a four-year college? Both Father Mother Neither
- *Race/Ethnic Identity: Do you consider yourself to be Hispanic/Latino? Yes No
- *Race/Ethnic Identity: Please select one or more of the following racial categories to describe yourself:
 American Indian or Alaska Native Asian Black or African American Native Hawaiian or Other Pacific Islander White
- U.S. Military Service (if applicable): Indicate your current status. Please check all that apply.
 On active military duty Veteran of U.S. armed forces Reserves or National Guard
 I am a dependent or spouse of a U.S. active duty service member.
- Felony Conviction/Pending Criminal Charges: Have you ever been convicted of a felony or have you been arrested for a crime for which criminal charges are pending? Yes No
 If yes, you must submit additional information explaining the nature of the crime, relevant facts, and the name, address, and telephone number of your corrections officer. You may be required to meet with an admissions representative before a decision on your application will be made. You may be dismissed from GVSU if you fail to indicate such felony convictions or pending charges.

Questions with an asterisk () are optional.

For office use only. Please do not write below this line.

Undergraduate GPA	Graduate GPA	Scores
GPA _____ at _____	GPA _____ at _____	GMAT %V _____ %Q _____ T _____ %W _____ SI _____
GPA _____ at _____	GPA _____ at _____	Last two years S.I. _____
GPA _____ at _____	GPA _____ at _____	GRE V _____ Q _____ A _____
GPA _____ at _____	GPA _____ at _____	
Overall _____	GPA (Last 60 hours. UG only) _____	
Decision _____	Int. _____	Date _____ Letter _____

ENROLLMENT INFORMATION

18. Semester of entrance:
 Fall (begins August) _____ Winter (begins January) _____ Spring/Summer (begins May/June) _____
19. Have you previously applied for degree-seeking admission to Grand Valley? Yes No If yes, when? _____
Have you ever enrolled in any Grand Valley courses? Yes No If yes, indicate student number: _____
20. Are you applying for (check one): Part-time study Full-time study
21. At this time, are you planning to pursue a graduate certificate only? Yes No
22. Indicate the graduate program to which you are applying.

Accounting (M.S.A.)

- Finance
 Taxation

Applied Behavior Analysis Certificate

Applied Linguistics (M.A.)

Biology (M.S.)

- Aquatic Sciences
 Natural Resources
 Other interest area

Biomedical Sciences (M.H.S.)

Biostatistics (M.S.)

Business Administration (M.B.A.)

- Executive Program
 Traditional Program
 Traditional Program - Finance
 Traditional Program - Health Sector Management
 Traditional Program - International Business
 Traditional Program - Sustainable Enterprise
 Traditional Program - Technology and Innovation Management

Cell and Molecular Biology (M.S.)

- Combined B.S./M.S.
Select one emphasis PSM Biotechnology Research Thesis

Clinical Dietetics (M.S.)

- Coordinated Masters Program with Supervised Practice
 Currently registered as a RD/RDN

Clinical Research Trials Management Certificate*

Communications (M.S.)

Computer Information Systems (M.S.)

- Biomedical Informatics
 Database Management
 Distributed Computing
 Information Systems Management
 Software Design and Development
 Software Engineering
 Web and Mobile Computing

Criminal Justice (M.S.)

Education, Educational Leadership (M.Ed.)

- Educational Leadership
 Special Education Administration
 Teacher Leader
 If off-site cohort, indicate location: _____

Education, Educational Technology (M.Ed.)*

Education, Higher Education (M.Ed.)

- Adult and Higher Education
 College Student Affairs Leadership

Education, Instruction and Curriculum (M.Ed.)

- Advanced Content Specialization - Science
 Early Childhood Education
 Educational Differentiation
 Elementary Education
 Secondary Level Education
 If off-site cohort, indicate location: _____

Education, Literacy Studies (M.Ed.)

- Elementary Reading
 K-12 Reading Specialist
 Secondary Reading
 Teaching English to Speakers of Other Languages (TESOL)

Education, School Counseling (M.Ed.)

- If off-site cohort, indicate location: _____

Education, Special Education (M.Ed.)

- Cognitive Impairment
 Emotional Impairment
 Learning Disabilities
 If off-site cohort, indicate location: _____

Educational Specialist in Leadership (Ed.S.)

- Administration Cognate
 If off-site cohort, indicate location: _____

Engineering (M.S.E.)

- Articulated B.S.E./M.S.E. - Biomedical Engineering
 Articulated B.S.E./M.S.E. - Electrical and Computer Engineering
 Articulated B.S.E./M.S.E. - Manufacturing Operations
 Articulated B.S.E./M.S.E. - Mechanical Engineering
 Articulated B.S.E./M.S.E. - Product Design and Manufacturing Engineering
- Biomedical Engineering
 Electrical and Computer Engineering
 Manufacturing Operations
 Mechanical Engineering
 Product Design and Manufacturing Engineering

English (M.A.)

Health Administration (M.H.A.)

Medical and Bioinformatics (M.S.)

Medical Dosimetry (M.S.)

- CMD Degree Completion (22 credits)
 Full-time (37 credits)

Nonprofit Leadership Certificate

Nursing (M.S.N.)

- Advanced Generalist/Clinical Nurse Leader

Nursing (D.N.P.)

- Advanced Practice - Adult/Older Adult
 Advanced Practice - Child/Adolescent
 Health Systems Leadership

Occupational Therapy (M.S.)

- Traditional Program
 Hybrid Program

Online/Blended Instruction and Assessment Certificate

Palliative and Hospice Care Certificate

Philanthropy and Nonprofit Leadership (M.P.N.L.)

- Community Impact
 Mission Advancement
 Nonprofit Health Care

Physical Therapy (D.P.T.) - Applicants must apply online through PTCAS at www.ptcas.org/.

Physician Assistant Studies (M.P.A.S.)

- Grand Rapids Program
 Traverse City Program

Public Administration (M.P.A.)

- Criminal Justice
- Health Administration
- Nonprofit Management and Leadership
- Public Management
- Sustainable Community Development
- Urban and Regional Policy and Planning

Public Health (M.P.H.)

- Grand Rapids Program - Epidemiology
- Grand Rapids Program - Health Promotion
- Grand Rapids Program - Public Health Administration
- Traverse City Program - Health Promotion

School Psychology Specialist (M.S., Psy.S.)

Social Work (M.S.W.)

- Advanced Standing
- If off-site cohort, indicate location: _____

Speech-Language Pathology (M.S.)

Taxation (M.S.T.)

- Certificate in Graduate Tax Studies

COLLEGE INFORMATION

23. Colleges Attended: List all colleges or universities you have attended beyond high school, including GVSU. Failure to list all colleges attended may result in loss of transfer credit and/or dismissal. Attach an additional sheet if necessary. Contact the Registrar's Office at EACH of these institutions to send an official transcript to the GVSU Admissions Office.

Name of college; location (city and state). List most recent first.	Dates Attended				Grade Point Average	Degrees/Dates Conferred	Major/Minor
	From		To				
	Mo.	Yr.	Mo.	Yr.			
1.							
2.							
3.							
4.							
5.							

24. Did you use a different name while attending any of the above institutions? No Yes: _____
Former name

25. Experience (professional, occupational, military). List most recent position first.
Physician assistant studies applicants must list volunteer, employment and/or observational hours in a health care environment below.

Dates	Employer	Title/Nature of Position	Address	Phone Number
1.				
2.				
3.				
4.				
5.				

26. Accounting, business, English, and taxation programs do not require letters of recommendation. For these programs, applicants should provide the names of three persons who may be contacted if additional information pertaining to admission is needed.

Name	Position	Address	Phone Number	Email
1.				
2.				
3.				

27. Scores on the General Aptitude section of the Graduate Record Exam (GRE) or the Graduate Management Admissions Test (GMAT) are required for some programs (see enclosed instructions).

Have you taken the GRE or GMAT? No Yes If yes, when? _____

28. To what other graduate schools are you applying? _____

29. If you are required to submit an essay, it will be noted under the Checklist for Program Requirements. Suggestions for content: A one- to two-page essay or personal statement describing your academic preparation and background experiences as well as your professional and educational goals as they pertain to the program for which you are applying. Please attach the typed essay to the application.

CHECKLIST FOR PROGRAM REQUIREMENTS

Send the following application materials to the Admissions Office, Grand Valley State University, 1 Campus Drive, Allendale, Michigan 49401-9403. You must submit a completed application and all required documentation to the Admissions Office before your application file receives further consideration. Applicants whose files are incomplete will not be considered for admissions. You can monitor the completeness of your application by calling the Admissions Office at (616) 331-2025 or (800) 748-0246. All documents and supporting data required for admittance become the property of Grand Valley State University and will not be returned to the applicant.

1. Completed graduate application for admission (also available online at www.gvsu.edu/gradapply).
2. A \$30 nonrefundable application fee (unless you have previously applied to Grand Valley).
3. Official copies of transcripts from all institutions of higher education previously attended.
4. General eligibility requirements for federal aid require a valid Social Security number. To assist with your financial aid processing, please complete this field on the application.
5. Test scores from the TOEFL (Test of English as a Foreign Language), or IELTS (International English Language Testing System), or MELAB (Michigan English Language Assessment Battery) for applicants whose native language is not English.

NOTE: We do not require official transcripts from Grand Valley State University.

The following is a checklist of materials that are required to complete your application by program. Please see the Grand Valley State University Undergraduate and Graduate Catalog or visit our website at www.gvsu.edu for specific admission requirements.

Master of Science in Accounting

- Official GMAT scores
- One-page essay/personal statement*

Certificate in Applied Behavior Analysis

- Resume
- Three recommendations
- Essay/personal statement*

Master of Arts in Applied Linguistics

- Official GRE scores from applicants whose GPA is lower than 3.0 (in the undergraduate major or in prior graduate coursework)
- Writing sample, no fewer than three typed pages (1500-1700 words) which demonstrate your academic writing ability. You may submit a paper you wrote for a past undergraduate or graduate course.
- Essay/personal statement*
- Two recommendations

Master of Science in Biology

- Three recommendations
- Essay/personal statement*
- Official GRE scores

Master of Science in Biostatistics

- Undergraduate GPA of 3.0 or satisfactory GRE or GMAT scores
- Resume
- Essay/personal statement*
- Two recommendations

Master of Business Administration - Executive Program

- One-page essay/personal statement*
- Resume

Master of Business Administration - Traditional Program

- Official GMAT scores
- One-page essay/personal statement*

Master of Science in Cell and Molecular Biology

- Undergraduate GPA of 3.0
- Official GRE scores
- Essay/personal statement*
- Two recommendations
- Resume

Master of Science in Clinical Dietetics

- Undergraduate GPA of 3.0
- Essay/personal statement*
- Two recommendations

Certificate in Clinical Research Trials Management

- Undergraduate GPA of 3.0
- Three recommendations
- Essay/personal statement*
- Resume

Master of Science in Communications

- Resume
- Two recommendations
- Essay/personal statement*

Master of Science in Computer Information Systems

- Two recommendations
- Resume
- Essay/personal statement*
- Undergraduate GPA of 3.0 or satisfactory GRE or GMAT scores

Master of Science in Criminal Justice

- Essay/personal statement*
- Three recommendations, including two from current or former professors

Master of Education

- Three recommendations

Educational Specialist in Leadership

- Official GRE scores
- Essay/personal statement*
- Three recommendations, including two professional, addressing your leadership skills and success. One from an individual who can address your academic/scholarly capabilities.
- Current resume must include the following:
 - Title of master's project or thesis, degrees received with dates, institutions, majors, and minors
 - Listing of employment
 - Description of leadership experiences, dates, and location
 - Presentations, publications, memberships, and professional development

Master of Science in Engineering

- Resume
- Essay/personal statement*
- Three recommendations

Master of Arts in English

- Writing sample
- Essay/personal statement*

Master of Health Administration

- Resume
- Essay/personal statement*
- Three recommendations

Note: Essay/personal statements and recommendations submitted previously for a graduate program other than health administration will not meet M.H.A. application requirements.

*Your graduate program requires a one- to two-page essay or personal statement describing your academic preparation and background experiences as well as your professional and educational goals as they pertain to the program for which you are applying.

CHECKLIST FOR PROGRAM REQUIREMENTS, continued

Master of Health Sciences in Biomedical Sciences

- Official GRE, MCAT, or DAT scores
- Essay/personal statement*
- Three recommendations

Certificate in Legal Studies

- Resume

Master of Science in Medical and Bioinformatics

- Undergraduate GPA of 3.0 or satisfactory GRE or GMAT scores
- Resume
- Essay/personal statement*
- Two recommendations

Master of Science in Medical Dosimetry

- Resume
- Three recommendations
- Essay/personal statement*

Certificate in Nonprofit Leadership

- Resume
- Three recommendations
- Essay/personal statement*

Master of Science in Nursing

- Curriculum vitae/resume
- Essay/personal statement*
- Typed response to the following questions:
Limit total response to 3-5 double spaced pages.
 - Identify and describe a population of interest to you.
 - Identify three factors that may affect achievement of optimal health in the selected population.
 - Select from these factors the one that you believe is both a priority and most amenable to nursing interventions, then:
 - State your rationale for selecting this one over the other two.
 - Describe the implications of this factor for your practice now and in the future.
 - Describe the approaches you would take to deliver nursing care to this selected population, considering the influence of the selected factor.

Doctor of Nursing Practice

- Curriculum vitae/resume
- Essay/personal statement.* Please indicate within essay the program emphasis to which you are applying.
- Typed response to the following questions:
Limit total response to 3-5 double spaced pages.
 - Identify and describe a population of interest to you.
 - Identify three factors that may affect achievement of optimal health in the selected population.
 - Select from these factors the one that you believe is both a priority and most amenable to nursing interventions, then:
 - State your rationale for selecting this one over the other two.
 - Describe the implications of this factor for your practice now and in the future.
 - Describe the approaches you would take to deliver nursing care to this selected population, considering the influence of the selected factor.

Master of Science in Occupational Therapy

- Two recommendations, including a registered occupational therapist and a professor who can comment on academic performance. A graduate assistant or teaching assistant may not provide a recommendation. For nontraditional students, an employer may substitute for the academic professor requirement.
- Documentation on the OT Documentation of Experience form of the minimum 50 hours of volunteer experience completed under the supervision of an occupational therapist. At least 50 hours must be completed at the time of application.
- Completion of Achievement Summary form detailing student accomplishments that reflect the core goals of the program.

- Documentation of all prerequisite coursework on the prerequisite GPA calculation form. At least 9 credits of prerequisites (not counting the elective) must be completed at the time of application. All prerequisite courses and an undergraduate degree must be completed by the first day of class of the professional program. Students in process of completing these must submit a written plan (include course name, number, semester, credit hours, and university) outlining course and degree completion. Effective for the fall of 2016 admissions, a basic statistics course will be required.

Certificate in Online/Blended Instruction and Assessment

- Three recommendations

Certificate in Palliative and Hospice Care

- No additional documents required

Master of Philanthropy and Nonprofit Leadership

- Resume
- Essay/personal statement*
- Three recommendations

Doctor of Physical Therapy

- Applicants must apply online through PTCAS at www.ptcas.org/.
- In addition to completion of the PTCAS application, students must submit the GVSU Supplemental Form and \$30 application fee. The link to the Supplemental Form is on the PTCAS website.

Master of Science in Physician Assistant Studies

- Official GRE scores (for students applying for Fall 2015 entrance and beyond).
- Two recommendations from health professionals. We recommend, but do not require, that at least one be from a practicing physician assistant.
- Documentation on item #25 of the graduate application of 500-plus hours of significant volunteer, work, or observational experience in a health care environment. This experience must be hands-on patient care activities.
- All prerequisite coursework and an undergraduate degree must be completed by May 1 of the year of program admission. Students in process of completing these must submit a written plan (include course name, number, semester, credit hours, and university) outlining course and degree completion.

Master of Public Administration

- Resume
- Three recommendations
- Essay/personal statement*

Master of Science in Speech-Language Pathology

- Undergraduate cumulative GPA of 3.0
- Completion of undergraduate prerequisite courses with a 3.2 GPA
- Official GRE scores
- Resume
- Three recommendations
- Essay/personal statement*
- Official TOEFL, IELTS, or MELAB scores for applicants whose native language is not English. The minimum scores are:
 - TOEFL - Passing score of 106, including at least 28 on the speaking section, with no section's score less than 24.
 - IELTS - Passing score of 7.5 overall, including at least 7.5 on the speaking section, with no section's score less than 7.0.

*Your graduate program requires a one- to two-page essay or personal statement describing your academic preparation and background experiences as well as your professional and educational goals as they pertain to the program for which you are applying.

CHECKLIST FOR PROGRAM REQUIREMENTS, continued

Master of Public Health

- Undergraduate GPA of 3.0
- Two recommendations
- Typed response to the following questions:
Limit total response to two double spaced pages (maximum).
 - What would make you an excellent candidate for the Grand Valley State University M.P.H. program?
 - What are your expectations for a future career in public health (highlighting your emphasis area of interest)?

Master of Science and Specialist in School Psychology

- Official GRE scores. The GRE will be waived for applicants who apply to the certificate program and already have a master's degree in psychology or education.
- Resume
- Three recommendations
- Essay/personal statement*

Master of Social Work

- Three recommendations
- Resume detailing work and volunteer experiences
- Coursework requirement form
- Indicate if you are applying for Advanced Standing status
- Typed response to the following statements:
Limit total response to five pages.
 - What motivates you to pursue a master's degree in social work at this time?
 - The profession of social work is committed to social, political, and economic justice; the alleviation of poverty and oppression; and the reduction of social problems. Address a

social problem about which you are particularly concerned. Concisely discuss your understanding of social, political, and economic justice. How do you think that you can advance the aforementioned? What experiences or factors have shaped your interest in advancing justice?

- Describe some of your experiences and achievements in school, work (volunteering or employment), and in your personal life. Include a description of any barriers you have encountered in pursuing your education, work, or personal goals. Indicate the steps and strategies you have used, or are using, to overcome these barriers.
- Describe examples and experiences that demonstrate you can work effectively with individuals and communities that represent diverse populations (for example, but not limited to, people and communities reflecting diverse ethnicities, racial identities, abilities, socio-economic class, gender, or sexual orientations). Describe any difficulties you have encountered or that you think that you might encounter when working with any of the diverse groups mentioned above.
- Please describe your plans for completing the M.S.W. program if you are admitted. For example, how do you plan to balance your work, education, and personal life? What supports are in place for you when you enter field placement?

Master of Science in Taxation

- Official GMAT scores
- One-page essay/personal statement*

STUDENT SIGNATURE/CERTIFICATION

30. You are not required to give your Social Security number, date of birth, gender, or racial/ethnic group. This information is used for compiling institutional data. It is not a factor in admission decisions. Your signature is required before GVSU can process this application.

I certify that all the answers I have given on this application are complete and accurate to the best of my knowledge. I understand that withholding information that is requested on this application will make me ineligible for admissions to GVSU, or subject to dismissal. I also understand that the university reserves the right to rescind or suspend an admission decision for any reason and at any time it deems this action warranted.

Signature: _____ Date: _____

*Your graduate program requires a one- to two-page essay or personal statement describing your academic preparation and background experiences as well as your professional and educational goals as they pertain to the program for which you are applying.

Grand Valley State University is committed to assisting all members of our community in providing for their own safety and security. The Annual Security and Fire Safety Report is available on the Grand Valley State University Police Department website at www.gvsu.edu/gvvpd/. If you would like to receive a printed copy of the Annual Security and Fire Safety Report, you can stop by the Facilities Service Building or you can request a copy be mailed to you by calling (616) 331-3255. The report contains information regarding campus security and personal safety including topics such as: crime prevention, fire safety, university police law enforcement authority, crime reporting policies, disciplinary procedures, and other matters of importance related to security and safety on campus. The report also contains information about crime data for three previous calendar years. Statistics include reported crimes that occurred on the campus, in certain off-campus buildings or property owned or controlled by GVSU, and on public property within or immediately adjacent to and accessible from the campus. This information is required by law and is provided by the Grand Valley State University Police Department.

Grand Valley State University is an affirmative action, equal opportunity institution. It encourages diversity and provides equal opportunity in education, employment, all of its programs, and the use of its facilities. It is committed to protecting the constitutional and statutory civil rights of persons connected with the university. 9/16

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