



DYSON COLLEGE OF ARTS AND SCIENCES

Graduate Application and
Admission Information **2016**

Dyson
College of Arts and Sciences



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ADMISSION INFORMATION

ELIGIBILITY

Applicants to Pace University graduate degree and certificate programs must hold a bachelor's degree from an accredited college or university if postsecondary education was completed in the United States. Applicants who are currently in their senior year at an undergraduate institution may apply for admission, but acceptance is contingent upon receipt of a final transcript indicating all senior year grades and receipt of the bachelor's degree. Applicants who have attended institutions outside of the United States must hold a degree equivalent to a US bachelor's degree.

All information provided in an application must be accurate and complete. Any misrepresentation in or omission of facts from the application will justify a denial or revocation of admission or subsequent dismissal from the graduate program. The Office of Graduate Admission reserves the right to verify any or all information in the application and supporting documentation.

PACE UNIVERSITY GRADUATE MERIT SCHOLARSHIPS

Merit-based scholarships are awarded to entering full-time and part-time matriculated graduate students who demonstrate exceptional scholastic ability. The Scholarship Committee considers each applicant's academic record to determine the scholarship award. All students admitted to a degree program are automatically reviewed for scholarship. There is no separate application to be completed. Domestic scholarship recipients must register for a minimum of six (6) credits per fall and spring semesters. International scholarship recipients must register for nine (9) credits per fall and spring semesters.

ADMISSION CATEGORIES

Matriculant

Applicants who wish to pursue a graduate degree or certificate at Pace University should apply for matriculant status. The University has established the following criteria as the most critical in the evaluation of applications for matriculant status: scholastic achievement and a desire to excel as evidenced by previous academic work, aptitude for graduate study as indicated by scores on an admission test (if required), motivation, leadership potential, and maturity as evidenced by work and/or volunteer experience, extracurricular activities, recommendations, and responses to questions on the application.

An interview will be required for psychology and counseling applicants; this excludes MA applicants.

Conditional Matriculant

An applicant who wishes to pursue a degree program but who has not taken a required admission test prior to application may apply as a conditional matriculant. If an applicant is accepted as a conditional matriculant, he or she will be permitted to enroll for a maximum of two courses in the first semester. (Note: Summer I and II are considered one semester.) To continue beyond the first semester, a conditional matriculant must complete Pace graduate coursework with at least a 3.0 GPA and submit an official admission test score report and receive written confirmation of matriculation from the Office of Graduate Admission. The matriculation decision will be based upon a student's undergraduate and graduate records, satisfactory performance on the admission test and other application information.

An applicant who needs a student visa is not eligible to apply under this status. Psychology applicants, excluding MA in Psychology applicants, are ineligible for this status.

Non-Degree Status (NDS)*

The objective of the non-degree status is to enable students who qualify by virtue of previous education or experience to enroll in appropriate graduate courses on a space-available basis.

Students who want to register for coursework under this status must return the Application for Non-Degree Status with a \$70 application fee to the Office of Graduate Admission after obtaining written approval from the chairperson of the department offering the course(s). At most, two courses taken in non-degree status may be applied to a graduate program if the student is later accepted by the Graduate Admission Committees. The application for non-degree status can be found on page 21.

Auditor*

Individuals holding a US bachelor's degree or its equivalent may apply to audit a maximum of two graduate courses at Pace University. The objective of auditor status is to enable students seeking a renewal or extension of knowledge related to their careers to enroll in appropriate graduate courses. Auditors are granted neither grades nor credit for audited courses. An audited course will not be applied to a degree program. Applications for auditor status are available from the Office of Student Accounts and Registrar Services.

Alumni Auditor

Alumni of Pace University's Dyson graduate programs are eligible to audit graduate classes subject to the approval of the instructor and space limitations. Students must have the necessary background for admission to courses; not every course is open to alumni auditors. Interested alumni should file an Alumni Auditor Application with the Office of Student Accounts and Registrar Services during the second week of the desired semester.

SPECIAL PROGRAMS

Visiting Student

A student currently in good standing in a comparable graduate program at another institution may apply to take courses in a graduate program of Pace University by completing the Visiting Student Application on page 19. Applicants accepted as visiting students may take a maximum of two courses in a Pace graduate program. Registration for courses is on a space-available basis and the courses must be completed in the semester for which the visiting student applied. An applicant who needs a student visa is not eligible to apply under this status.

MPA/JD

Written approval of both the Dean of the Law School and the chairperson of the Department of Public Administration are prerequisites to admission to the MPA/JD program. The applicant must apply to the Pace University School of Law and the Dyson College of Arts and Sciences and meet the admission requirements of each school before admission to the joint degree program is approved. The student may, however, apply for admission to the joint program during the first year of study at either school. For admission to the Dyson College of Arts and Sciences, a formal application to the Office of Graduate Admission, accompanied by a \$70 nonrefundable fee, is required.

THE ACTORS STUDIO DRAMA SCHOOL MASTER OF FINE ARTS (MFA) PROGRAM

The Actors Studio MFA is a full-time program open to qualified candidates who have earned a bachelor's degree or the international equivalent from an accredited college or university. Guided by the methodology in the system set forth by Constantin Stanislavski in his three groundbreaking books, *An Actor Prepares*, *Building a Character*, and *Creating a Role*, The Actors Studio MFA involves three years of intensive study in the dramatic arts.

SPECIAL INSTRUCTIONS

DEFERRALS

Students who have been admitted to a graduate program at Pace University but who wish to delay their entrance for a period of time may request a deferral by writing to the Office of Graduate Admission or in the case of psychology, the Director of Graduate Programs, prior to the start of the semester for which admission has been granted. The request must specify the semester the student anticipates entering the program. The graduate admission staff considers each request for deferral individually and retains the right to grant or deny admission for a future semester.

DECISION APPEAL

An applicant who is not approved for admission may appeal the decision. The appeal should be made in writing to the Office of Graduate Admission within one month of notification of denial.

INTERNATIONAL STUDENT INFORMATION

APPLICATION FEE

Applicants from outside the United States must remit the \$70 application fee by international money order or by a check drawn from a US bank.

DEADLINE DATE AND STATUS

International applicants who require a student visa are advised to apply well before the priority deadline dates, and must apply for full-time matriculated status.

TRANSCRIPTS

If foreign language transcripts are issued, English translations must accompany the **original** transcript. Pace will accept translations and evaluations in the following manner: 1) sent from any NACES (www.naces.org) accredited translation evaluator (preferred) 2) sent and attested by the institution of origin 3) the student's Ministry of Education 4) a US consular officer or 5) an EducationUSA adviser (www.educationusa.state.gov).

To help expedite the process and review of an application, it is suggested that an academic evaluation of foreign course work be submitted with all translations.

All materials submitted become the confidential property of Pace University and cannot be returned or forwarded to the applicant or a third party.

ENGLISH LANGUAGE PROFICIENCY TESTS

Students who earned a bachelor's degree in a country where English is not the official language and English is not their first language must submit a Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), or Pearson Test of English

(PTE) score that is no more than two years old.

A TOEFL score of 88 (Internet version), an IELTS score of 7.0, or a Pearson PTE score of 60 is preferred to demonstrate the requisite proficiency in English for admission to Pace University, except for the **MA in Media and Communication Arts** when the preferred scores for admission are a TOEFL score of 100 (Internet version), an IELTS score of 7.5, or a Pearson PTE score of 68 to demonstrate the requisite proficiency in English for admission to Pace University. If the TOEFL, IELTS, or Pearson PTE score is below the minimums stated above, or if Admissions determines that an applicant needs additional English language preparation to become a fully matriculated student, he or she may be a candidate for the **Pace University Global Pathways** program. Once a student submits an application, the Admission Committee will advise about being admitted into this program.

Students who submit proof of citizenship from a country where English is the official language may have the English language proficiency test requirement waived.

STUDENT VISAS

To receive Form I-20 from Pace University which is required to obtain an entry visa, the applicant must demonstrate that he or she has sufficient funds available to pay for tuition and living expenses for one year of study in the United States. Students must provide evidence of additional financial support of \$5,000 per year for a spouse and \$5,000 per year for each child that accompanies the student to the United States.

All applicants who will require a Pace University student visa must submit the Pace University Financial Affidavit for International Students included in this application packet.

All monies pledged on the Pace University Financial Affidavit for International Students must be verified. Monies can be verified in any one or more of the following ways:

- A. A bank letter on bank letterhead in English, which contains the applicant's or the applicant's sponsor's name, account number, the amount of money in US dollars, and the signature of a bank official;
- B. A letter of support from a sponsoring scholarship program, fellowship program, or grant organization.

ADDITIONAL INFORMATION

Information regarding applying for a non-immigrant visa or transferring/ changing status if already in the US will be included in the official acceptance packet. In order to assist students, it is required that a home country address be provided on the application for admission.

Please note that, as specified by US immigration regulations, students who have entered the US on a tourist visa or on a visa waiver must be in proper status prior to enrolling in classes.

Special situations regarding immigration status should be discussed with an adviser in the Office of International Programs and Services.

Students should please submit a copy of the first page (data information) and last page (current address) of a current passport. This should be submitted with the other documentation required for Pace University to issue the form I-20.

APPLICATION INSTRUCTIONS

Please complete and mail your application to the appropriate Office of Graduate Admission. Be sure to sign the last page of the application and all additional papers. To check the status of your application, visit applicantportal.pace.edu.

Office of Graduate Admission (New York City)
Pace University
One Pace Plaza
New York, NY 10038-1598 USA
Phone: (212) 346-1531
Fax: (212) 346-1585
E-mail: graduateadmission@pace.edu

Office of Graduate Admission (Westchester)
Pace University
861 Bedford Road, The Vineyard Building
Pleasantville, NY 10570 USA
Phone: (914) 422-4283
Fax: (914) 422-4287
E-mail: graduateadmission@pace.edu

Please submit the following:

APPLICATION FEE

Applications may be printed or typed, and must be accompanied by the non-refundable application fee of \$70 in the form of a check or money order in US dollars payable to Pace University.

RESUME/CURRICULUM VITAE

A resume or typewritten outline, describing at least the past five years of your employment history and significant community, professional, or college extracurricular activities, should be sent. Please include recognitions of achievement you have received (e.g. licenses, publications, awards).

The Actors Studio MFA applicants should submit an artistic resume and headshot (for actors), or portfolio (for directors), or writing samples (for playwrights).

Doctor of Philosophy in Mental Health Counseling applicants must submit a CV that outlines your clinical field experience (internship and practica if applicable) and work history.

PERSONAL STATEMENT

Send an essay explaining to the members of the Graduate Admission Committee why you would like to pursue the program of graduate study you have chosen. Additional information regarding your academic performance, as well as professional experience, may also be included as a supplement.

Candidates for the **MS in Environmental Studies** and **MA in Environmental Policy** should use this opportunity to discuss their particular areas of interest in the environmental science and environmental policy arenas. **MA in Media and Communication Arts** applicants must submit a writing sample or a portfolio in addition to the personal statement.

MA in Management for Public Safety and Homeland Security applicants must submit two separate essays from the following topics: a. Personal statement on a current political or economic issue; b. Experiences and accomplishments essay about a new problem in your current environment and how you would solve it; and c. Self-assessment essay about your background and your reasons for applying to this graduate program.

Doctor of Philosophy in Mental Health Counseling applicants must submit a 750-word essay displaying to the members of the Graduate Admission Committee your exceptional conceptual skills and goals for completing the PhD in Mental Health Counseling, i.e. a narrative of your academic, research, and professional experiences that also includes your research and professional goals and aspirations. It should be submitted in Arial or Times New Roman, 12-point font size, with one-inch margins, double-spaced. Please include the applicant's name and the title of her/his statement.

LETTERS OF RECOMMENDATION

Two recommendations from individuals who can knowledgeably comment on your ability to successfully complete graduate study are required. These references may be either academic or professional and must be forwarded in envelopes sealed by the recommenders. Recommendation forms can be found in this application packet and may be reproduced. Recommenders may write their recommendation on personal stationery or company/university letterhead.

MSEd and PsyD applicants must submit three letters of recommendation.

The Actors Studio Drama School MFA applicants must submit one academic and one professional recommendation.

Doctor of Philosophy in Mental Health Counseling applicants must submit three letters of recommendation, two of which must be academic in nature, indicating your potential for achievement in doctoral study and potential to complete doctoral work and/or counseling skills. The letters of recommendation should address your intellectual ability, written and communication skills, maturity, initiative/independence, and creativity/originality.

OFFICIAL TRANSCRIPTS

Please arrange for an official transcript from each academic institution you have attended to be sent directly to the Office of Graduate Admission. Transcripts are considered official if they are sent directly from the academic institution(s) to Pace University, or if you submit them unopened and in the institution's original sealed envelope.

ADMISSION CRITERIA

A GRE score for the MA in Psychology is optional.

A general GRE score, no more than five years old, is required for the MEd in School Psychology, PsyD in School/Clinical Child Psychology, and the PhD in Mental Health Counseling. *While not mandated for initial admission, the Psychology subject exam may later be required of candidates in the MEd and PsyD programs.*

The reporting code for Pace University NYC is **2635**, and Westchester is **2644**. For more information about the GRE, visit www.gre.org.

Doctor of Philosophy in Mental Health Counseling must have earned:

- A master's degree in mental health counseling with a curriculum equivalent to that of the Pace University graduate program in mental health counseling
- A graduate-level GPA of 3.6 or higher
- Applicants must meet one of the following requirements:
 - Be eligible for New York State limited permit in mental health counseling in New York State
 - Have obtained a limited permit in New York State
 - Be licensed in mental health counseling in New York State
 - Be licensed in mental health counseling in another state
- Applicants must submit official test scores no more than five years old for the GRE general. The Psychology subject exam may later be required.

ENGLISH LANGUAGE PROFICIENCY

If you earned a bachelor's degree in a country where English is not the official language, you are required to submit a TOEFL, IELTS, or Pearson PTE score. The ETS reporting codes for Pace University are: New York City, 2635; Westchester, 2644. Students who submit proof of citizenship from a country where English is the official language may have the English language proficiency test requirement waived.

Note: All documents submitted in support of an application for admission become the permanent possession of Pace University and cannot be returned to the applicant or photocopied for the applicant. For your records, please make photocopies of all materials submitted, except for transcripts and recommendation forms, which must be received unopened, in the original, sealed envelopes.

Priority deadlines for ALL graduate programs are as follows:

	Domestic	International
Fall Entry Term (September)	August 1	June 1
Spring Entry Term (January)	December 1	October 1
Summer I (June) and II (July) Entry Terms	May 1	March 1
MEd/PsyD	Domestic	International
Fall Entry Term (September)	January 15	November 15
Homeland Security		
Fall Entry Term (September)	June 1	NA

ASDS

Fall entry only; applicants must submit an application two weeks prior to audition dates listed online at www.pace.edu/asds.

Doctor of Philosophy in Mental Health Counseling

Admission to the PhD program is highly competitive. All applications must be completed and submitted by January 1, 2016.

PACE UNIVERSITY APPLICATION FOR GRADUATE ADMISSION

DYSON COLLEGE OF ARTS AND SCIENCES

Complete and return the application along with the \$70 non-refundable application fee.
Please print neatly using blue or black ink or type.

☐ Mr. ☐ Ms. Last Name First Name

Middle Name Jr., III, etc. Date of Birth (MM/DD/YYYY) Social Security Number*

Gender ☐ Male ☐ Female
*Please be advised that your Social Security Number is required in order for your Free Application for Federal Student Aid (FAFSA) to be processed. Your SSN will not be used for identification purposes at Pace University.

If any records will be under another name(s), please indicate.

Mailing Address Apt. # Address 2

City State Zip/Postal Code Country

Home Phone Number Business Phone Number Fax Number

E-mail Address

Ethnicity (optional) Are you Hispanic/Latino? ☐ Yes, Hispanic or Latino (including Spain) ☐ No If yes, please describe your background

If you answered No, or if you answered Yes and wish to describe yourself further, please check one or more from the list below.

☐ American Indian or Alaska Native (including all Original Peoples of the Americas) Are you enrolled in a Tribe? ☐ Yes ☐ No If yes, please enter Tribal Enrollment Number
☐ Asian (including Indian subcontinent and Philippines) ☐ Black or African American (including Africa and Caribbean)
☐ Native Hawaiian or Other Pacific Islander (Original Peoples) ☐ White (including Middle Eastern) ☐ Other

Is English your native language? ☐ Yes ☐ No Native language (if other than English)

Campus: ☐ New York City ☐ Westchester Semester: ☐ Fall ☐ Spring 20 ☐ Summer I ☐ Summer II
Status: ☐ Full-Time ☐ Part-Time If accepted for graduate study, will you need campus housing? ☐ Yes ☐ No

International applicants who will require a student visa must apply for full-time study.

Are you a spouse of a veteran using their benefits? ☐ Yes ☐ No Are you a dependent of a veteran using their benefits? ☐ Yes ☐ No

Have you previously applied to or enrolled in any school or program of Pace University? ☐ Yes ☐ No

If yes, please explain (include school, program, and entry term date):

Please indicate degree or certificate objective:

- ☐ The Actors Studio Drama School MFA (New York City only)
 - ☐ Acting ☐ Directing ☐ Playwriting
- ☐ MA in Environmental Policy (Pleasantville only)
- ☐ MA in Management for Public Safety and Homeland Security (Fall entry, Pleasantville only)
- ☐ MA in Media and Communication Arts (Pleasantville only)
- ☐ MA in Psychology (New York City only)
- ☐ MPA
 - ☐ Government ☐ Health Care Administration
 - ☐ Not-for-Profit Management
- ☐ MPA/JD (White Plains only)
- ☐ MS in Biochemistry and Molecular Biology
- ☐ MS in Counseling (Pleasantville only)
 - ☐ General
 - ☐ Loss and Grief
 - ☐ Substance Abuse
- ☐ MS in Environmental Science (Pleasantville only)
- ☐ MS in Forensic Science (New York City only)
- ☐ MS in Mental Health Counseling (Pleasantville only)
 - ☐ General ☐ Loss and Grief
 - ☐ Substance Abuse

- ☐ MS in Publishing (Midtown and online)
- ☐ MSEd in School Psychology (New York City only)
 - ☐ Bilingual School Psychology Option (New York City only)
- ☐ PhD Doctor of Philosophy in Mental Health Counseling (Fall entry, Pleasantville only)
- ☐ PsyD in School-Clinical Child Psychology (New York City only)

Certificates:

- ☐ Certificate in Health Care Policy and Management (White Plains only)
- ☐ Certificate in Long Term Care Management and Practice (Westchester only)
- ☐ Certificate in Not-for-Profit Management (White Plains only)
- ☐ Certificate in Book Publishing (Midtown and online)
- ☐ Online Certificate in the Business Aspects of Publishing (Midtown and online)

- ☐ Certificate in Digital Publishing (Midtown and online)
- ☐ Certificate in Magazine Publishing (Midtown and online)

For Pace University undergraduate students only:

- ☐ BA in Applied Psychology and Human Relations/MS in Counseling (36 credits)
- ☐ BA in Applied Psychology and Human Relations/MS in Mental Health Counseling (60 credits)
- ☐ BA in Communications/MA in Media and Communication Arts (credits)
- ☐ BA in Psychology/MS in Counseling (36 credits)
- ☐ BA in Psychology/MS in Mental Health Counseling (60 credits)
- ☐ BA/BS/MS in Publishing (36 credits) (New York City only)

If applicable, please indicate when the Graduate Record Exam (GRE) was or will be taken:

/
GRE Date (MM/DD/YYYY)

If applicable, please indicate when the TOEFL, IELTS, or Pearson PTE test was or will be taken:

/
Test Date (MM/DD/YYYY)

Are you or an immediate family member an employee of Pace University?

☐ Yes ☐ No

If yes, please explain:

Please provide the information below:

Current Employer

City

State

Country

Does your employer provide tuition reimbursement?

☐ Yes ☐ No

Are you a citizen of the United States?

☐ Yes ☐ No

Are you a permanent resident of the United States?

☐ Yes ☐ No

If you are not a US citizen or permanent resident, please complete the following:

If accepted for admission to Pace University, will you need a Certificate of Eligibility (I-20) for a student visa?

☐ Yes ☐ No

If no, please indicate visa status you hold or will hold:

Visa

If yes, please provide the information below:

Occupation in Your Home Country

City of Birth

Country of Birth

Country of Citizenship

Are you now in the USA?

☐ Yes ☐ No

If yes, please indicate your present visa status below and provide your home country address:

Visa Status

College / Organization / Employer

City

State

Home Country Address:

Please explain here if this visa status expires prior to your anticipated Pace University enrollment date:
(Please note: If you do not provide this information we cannot process your I-20.)

Will dependents accompany you in the US?

☐ Yes ☐ No

If yes, please provide information below:

(Please attach information regarding additional dependents who will accompany you.)

Last Name

First Name

Middle Name

Date of Birth (MM/DD/YYYY)

City of Birth

Country of Birth

Relationship to Student

Which of the following was the biggest influence in your decision to apply to Pace University? (Fill in the appropriate circle):

- | | | |
|--|--|---|
| <input type="radio"/> Accelerated Admission Day Event | <input type="radio"/> Financial Aid/Scholarship Offerings | <input type="radio"/> Recommendation from Current Pace Student |
| <input type="radio"/> Attended a Pace Information Session | <input type="radio"/> Information on Pace Website | <input type="radio"/> Recommendation from Pace Alumni |
| <input type="radio"/> Campus Location | <input type="radio"/> Online Chat with Department/Admissions | <input type="radio"/> Recommendation from Pace Faculty/Staff Member |
| <input type="radio"/> Career Services and Internship Program | <input type="radio"/> Phone or In-Person Meeting with Pace Admission Counselor | <input type="radio"/> Recommendation from Employer |
| <input type="radio"/> College or Professional Fair | <input type="radio"/> School Publication Received in the Mail | <input type="radio"/> Tour of Pace University Campus |
| <input type="radio"/> Course Offerings | | <input type="radio"/> Attended Special Event with Chosen Program |

Institution Attended		City	State	Country	Start Date (MM/YY)	End Date (MM/YY)	Date or Expected Date of Degree (MM/YY)	Degree Received:
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
<div></div>		<div></div>	<div></div>	<div></div>	<div></div> / <div></div>	<div></div> / <div></div>	<div></div> / <div></div>	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None

☐ Yes ☐ No

If yes, please explain on a separate piece of paper (response required).

☐ Yes ☐ No

LICENSURE INFORMATION

In which state(s) are you currently licensed as a mental health counselor or licensed professional counselor (LPC)?

State **License Number**

Do you hold a limited permit to practice in New York State? ☐ Yes ☐ No

Are you eligible for a limited permit in New York State? ☐ Yes ☐ No

If "No," please explain: _____

A personal statement, resume/CV, and recommendation are required. Please refer to page 5 of this booklet.

I certify that all of the information provided by me or on my behalf in support of my application for admission is complete and accurate. I acknowledge that I am obligated to supplement my application as soon as I know or reasonably should know if the information I have provided or that was provided on my behalf is inaccurate or incomplete. I also certify that the personal statement submitted in support of my application for admission is solely my own original work. I acknowledge that Pace University may, at its sole discretion, verify any information submitted in conjunction with my application. I acknowledge that if I omit relevant information or provide inaccurate information or information that is misleading, submit a personal statement that is not solely my own original work, or if I fail to supplement my application as required, Pace University may, at its sole discretion, deny my application for admission, rescind my admission, impose disciplinary sanctions against me, dismiss me from Pace University, and/or rescind any degrees or certificates awarded to me by Pace University.

I acknowledge that the application fee I have paid or will pay in the future is not refundable.

I acknowledge that I am bound by the policies, practices, and procedures of Pace University, whether published or unpublished, and I agree to comply with them.

Applicant's Signature

Date (MM/DD/YYYY)

Please print name

Non-Discrimination Statement

Pace University prohibits and will not tolerate discrimination or harassment in any of its programs or activities on the basis of sex, race, color, national origin, religion, creed, age, disability, citizenship, marital status, sexual orientation, genetic predisposition or carrier status, veteran status, or any other characteristic protected by law. Pace University's Affirmative Action Officer has been designated to handle inquiries regarding the University's non-discrimination and harassment policy and may be contacted at 156 William Street, New York, New York 10038, (212) 346-1310, or at Marks Hall, Room 20, 861 Bedford Road, Pleasantville, New York 10570 (914) 773-3856.

Reasonable Accommodations

Pace University prohibits discrimination on the basis of disability and is committed to ensuring equal access to the application process for applicants with disabilities. An applicant who may require a reasonable accommodation in order to complete the application process should contact the Director of Disability Services on either the New York City (212) 346-1526 or Westchester Campus (914) 773-3710.

FOR OFFICE USE ONLY

/ /
APP REC DATE (MM/DD/YYYY)

/ /
FEE REC DATE (MM/DD/YYYY)

The Admission Committee would appreciate your candid appraisal of the applicant.

	Outstanding (Top 2%)	Superior (Top 10%)	Good (Top Third)	Fair (Middle Third)	Poor (Bottom Third)	No basis for judgment
Intellectual Ability						
Ability to Work with Others						
Ability in Written Expression						
Ability in Oral Expression						
Maturity						
Initiative/Independence						
Creativity/Originality						
Potential for Career Advancement						

What are the applicant's primary strengths and weaknesses? If possible, please describe specific instances or accomplishments that demonstrate them. Describe the applicant's current assignment and special responsibilities, if applicable.

Please assess the applicant in the following areas:

- Area of specialization (technical knowledge, analytical ability, attention to detail, etc.)
- Potential for achievement in graduate study
- Potential for professional achievement

The Admission Committee would appreciate your candid appraisal of the applicant.

	Outstanding (Top 2%)	Superior (Top 10%)	Good (Top Third)	Fair (Middle Third)	Poor (Bottom Third)	No basis for judgment
Intellectual Ability						
Ability to Work with Others						
Ability in Written Expression						
Ability in Oral Expression						
Maturity						
Initiative/Independence						
Creativity/Originality						
Potential for Career Advancement						

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Potential for Career Advancement						

What are the applicant's primary strengths and weaknesses? If possible, please describe specific instances or accomplishments that demonstrate them. Describe the applicant's current assignment and special responsibilities, if applicable.

Please assess the applicant in the following areas:

- a. Area of specialization (technical knowledge, analytical ability, attention to detail, etc.)
- b. Potential for achievement in graduate study
- c. Potential for professional achievement

GRADUATE ASSISTANTSHIP APPLICATION

Please attach a copy of your resume and forward this assistantship application to the appropriate program director:

**PsyD in School-Clinical
Child Psychology**

Program Director
Graduate Psychology Programs
Pace University
One Pace Plaza
New York, NY 10038-1598 USA

Public Administration

Program Director
Graduate Programs in
Public Administration
Pace University
861 Bedford Road
Pleasantville, NY 10570 USA

Publishing

Program Director
Graduate Program in Publishing
Pace University
One Pace Plaza
New York, NY 10038-1598 USA

Please do not submit this form to the Office of Graduate Admission.

Name ☐ Ms. ☐ Mr. _____
Last First U Number

Present Address _____
Street City State Zip Code

Permanent Address _____
Street City State Zip Code

Applicant Day Telephone (_____) _____ Evening Telephone (_____) _____
Area Code / Number Area Code / Number

Fax (_____) _____ E-mail _____
Area Code / Number

Please indicate your anticipated entry term: ☐ Fall _____ ☐ Spring _____ ☐ Summer I _____ ☐ Summer II _____
Year Year Year Year

Please indicate your intended location: ☐ New York City ☐ Westchester

Please indicate whether you are interested in a full-time or part-time assistantship: ☐ Full-time ☐ Part-time

Please indicate the Pace University graduate degree program to which you are applying: _____

Undergraduate Institution _____

Undergraduate Major _____ Undergraduate Grade Point Average _____

Previous graduate institution, major, graduate grade point average (if applicable) _____

GRE Score* Verbal _____ Quantitative _____ Analytical _____ Date _____ / _____ / _____
Month Day Year

*Not required for the Publishing Program

TOEFL, IELTS, or Pearson PTE score and date (if applicable) _____

Please indicate any specific skills that you have that would enable you to perform well as a graduate assistant:

I understand and agree that my admission, if granted, my registration and continuance on the rolls and graduation are subject to all policies, rules, regulations, and procedures set forth in the current bulletins, catalogs, and other publications and notices of Pace University and as they may be amended, including but not limited with respect to scholarship, discipline, attendance, and payment or abatement of fees.

Signature _____ Date _____ / _____ / _____
Month Day Year

Please submit this application with a \$70 non-refundable application fee to the appropriate Office of Graduate Admission, accompanied by a sealed envelope containing an original statement from the graduate school in which you are currently enrolled that includes the following:

1. The graduate degree program in which you are matriculated;
2. Verification that you are a graduate student in good standing; and
3. An official university seal or signature.

Fax () _____ E-mail _____
Area Code / Number

Campus: ☐ New York City ☐ Westchester

SEIDENBERG SCHOOL OF COMPUTER SCIENCE AND INFORMATION SYSTEMS

Course Number	Title
Course Number	Title

If yes, please indicate: Semester _____ Year _____ Program _____

I certify that all of the information provided by me or on my behalf in support of my application for admission is complete and accurate. I acknowledge that I am obligated to supplement my application as soon as I know or reasonably should know if the information I have provided or that was provided on my behalf is inaccurate or incomplete. I also certify that the personal statement submitted in support of my application for admission is solely my own original work. I acknowledge that Pace University may, at its sole discretion, verify any information submitted in conjunction with my application. I acknowledge that if I omit relevant information or provide inaccurate information or information that is misleading, submit a personal statement that is not solely my own original work, or if I fail to supplement my application as required, Pace University may, at its sole discretion, deny my application for admission, rescind my admission, impose disciplinary sanctions against me, dismiss me from Pace University, and/or rescind any degrees or certificates awarded to me by Pace University.

I acknowledge that the application fee I have paid or will pay in the future is not refundable.

I acknowledge that I am bound by the policies, practices, and procedures of Pace University, whether published or unpublished, and I agree to comply with them.

Date _____ / _____ / _____ / _____
Month Day Year Signature of Applicant

APPLICATION FOR GRADUATE NON-DEGREE STATUS

To apply and register as a Non-Degree student, you must:

Contact the academic department listed below in order to schedule an advisement session and to obtain approval.

(You will need to provide a copy of your undergraduate and/or graduate transcripts.)

College of Health Professions (212) 346-1531

Dyson College of Arts and Sciences

Biochemistry and Molecular Biology (212) 346-1853
Counseling (914) 773-3309
Environmental Policy (914) 422-4283
Environmental Science (914) 773-3655
Forensic Science (212) 346-1967
Media and Communication Arts (914) 773-3790
Psychology (212) 346-1506
Public Administration (914) 422-4299
Publishing (212) 346-1431

New York City Westchester
Lubin School of Business (212) 346-1531 —
School of Education (212) 346-1338 (914) 773-3829
Seidenberg School of Computer Science
and Information Systems (212) 346-1005 (914) 422-4191

Submit the department-approved application and registration form with a non-refundable \$70 check or money order to the appropriate Office of Graduate Admission.

Office of Graduate Admission (New York City)
Pace University
One Pace Plaza
New York, NY 10038-1598 USA
Phone: (212) 346-1531
Fax: (212) 346-1585
E-mail: graduateadmission@pace.edu

Office of Graduate Admission (Westchester)
Pace University
861 Bedford Road, The Vineyard Building
Pleasantville, NY 10570 USA
Phone: (914) 422-4283
Fax: (914) 422-4287
E-mail: graduateadmission@pace.edu

1. Name _____
Last First Middle

2. ☐ Female ☐ Male (Optional)

3. Current Mailing Address _____

4. Day Telephone (_____) _____ 5. Evening Telephone (_____) _____
Area Code / Number Area Code / Number

6. Fax (_____) _____ 7. E-mail _____
Area Code / Number

8. Please indicate the entry term for which you are applying:

☐ Fall _____ ☐ Spring _____ ☐ Summer I _____ ☐ Summer II _____
Year Year Year Year

9. At which campus location do you plan to attend classes? ☐ New York City ☐ Westchester

10. Have you previously applied to any graduate program of Pace University? ☐ Yes ☐ No If yes, please explain: _____

11. Please list in chronological order all institutions attended since your high school graduation.

Undergraduate/Graduate Institution Attended	Location	Dates Attended	Major	Degree Awarded	Date or Expected Date of Degree

If I enroll in the Dyson College of Arts and Sciences as a non-degree student, I confirm that I have the appropriate undergraduate course work or its equivalent for the courses in which I register. If I enroll in the College of Health Professions, Seidenberg School of Computer Science and Information Systems, Lubin School of Business, or School of Education, I confirm that I hold a US bachelor's degree or its equivalent. My signature below further confirms that I do not require a student visa or exchange visitor's visa to attend graduate classes at Pace University. I understand that I may enroll for a maximum of 12 credits as a non-degree student and that I am not guaranteed acceptance to a graduate program of Pace University. I further understand that if I am accepted to a degree program, generally, credit for only two courses successfully completed as a non-degree student may be applied to a program.

I certify that all of the information provided by me or on my behalf in support of my application for admission is complete and accurate. I acknowledge that I am obligated to supplement my application as soon as I know or reasonably should know if the information I have provided or that was provided on my behalf is inaccurate or incomplete. I also certify that the personal statement submitted in support of my application for admission is solely my own original work. I acknowledge that Pace University may, at its sole discretion, verify any information submitted in conjunction with my application. I acknowledge that if I omit relevant information or provide inaccurate information or information that is misleading, submit a personal statement that is not solely my own original work, or if I fail to supplement my application as required, Pace University may, at its sole discretion, deny my application for admission, rescind my admission, impose disciplinary sanctions, dismiss me from Pace University, and/or rescind any degrees or certificates awarded to me by Pace University.

I acknowledge that the application fee I have paid or will pay in the future is not refundable.

I acknowledge that I am bound by the policies, rules, and regulations of Pace University, whether published or unpublished, and I agree to comply with them.

Signature _____ Date ____/____/____
Month Day Year

FOR OFFICE USE ONLY

____/____/____ BY _____
FEE REC DATE (MM/DD/YYYY)

____/____/____ BY _____
DATA ENTRY DATE (MM/DD/YYYY)

FINANCIAL AFFIDAVIT FOR INTERNATIONAL STUDENTS

An international applicant accepted for admission to a graduate program at Pace University who requires a Certificate of Eligibility for a student visa **must** submit the International Applicant Financial Affidavit below. The completed affidavit must be submitted with a letter from a bank indicating the availability of sufficient funds in US dollars available for one year of study. Applicants are advised to obtain two sets of bank documentation in order to have one set for the embassy use.

If any financial support is to be provided by one or more sponsors, the Sponsor(s) Affidavit(s) of Support must also be submitted and the sponsor(s) must provide the required bank documentation. *(Note: The Sponsor Affidavit of Support which follows this page may be reproduced.)*

I certify that I have _____ US dollars available to me for the following expenses of my graduate
(insert amount from below)
 education at Pace University.

I have indicated the source of my financial support below and have attached original bank documentation in US dollars. The information I have provided on this affidavit is correct and complete. I know that giving false information on this affidavit or in support documentation may result in the cancellation of my admission to Pace University. I also understand that the entire tuition and general institution fee is due at the time of registration for each term, that the insurance cost is an annual fee, and that costs may rise in succeeding terms. I also understand that if I am required to enroll for English language coursework, additional costs will ensue.

Office of Graduate Admission

(New York City)
 One Pace Plaza
 New York, NY 10038 USA
 Phone: (212) 346-1531
 Fax: (212) 346-1585
 E-mail: graduateadmission@pace.edu

(Westchester)
 The Vineyard Building
 861 Bedford Road
 Pleasantville, NY 10570 USA
 Phone: (914) 422-4283
 Fax: (914) 422-4287
 E-mail: graduateadmission@pace.edu

DYSON COLLEGE OF ARTS AND SCIENCES

2016–2017 TOTAL ESTIMATED EXPENSES FOR THE FALL AND SPRING TERMS*

(Excluding Actors Studio, Publishing, Homeland Security, MPA)

	US Dollars	Source of Support
	(self or sponsor**)	(self, sponsor**, or scholarship)
Tuition (18 credits)	\$ 21,420.00	_____
Fees	\$ 990.00	_____
Housing	\$ 19,000.00	_____
Health Insurance	\$ 938.00	_____
Other (books, personal expenses, and transportation)	\$ 2,780.00	_____
Total:	\$ 45,128.00	

If you have been awarded a merit scholarship, you may deduct the amount here: \$ _____
Total: \$ _____

If you plan on enrolling in summer 2016, then you must include the following as well:

ESTIMATED EXPENSES FOR THE OPTIONAL SUMMER I AND SUMMER II TERMS*

	US Dollars	Source of Support
	(self or sponsor**)	(self, sponsor**, or scholarship)
Tuition and Fees (6 credits)	\$ 7,140.00	_____
Housing	\$ 3,680.00	_____
Other (books, personal expenses, and transportation)	\$ 2,780.00	_____
Total:	\$ 13,600.00	
Grand Total (12 months):	\$ 58,728.00	

 Signature Month / Day / Year Print Name

Telephone

Fax

E-mail

* Subject to change

** Each sponsor must complete an affidavit of support (see reverse side) and submit official bank documentation verifying availability of funds.

An international applicant accepted for admission to a graduate program at Pace University who requires a Certificate of Eligibility for a student visa **must** submit the International Applicant Financial Affidavit below. The completed affidavit must be submitted with a letter from a bank indicating the availability of sufficient funds in US dollars available for one year of study. Applicants are advised to obtain two sets of bank documentation in order to have one set for the embassy use.

I have indicated the source of my financial support below and have attached original bank documentation in US dollars. The information I have provided on this affidavit is correct and complete. I know that giving false information on this affidavit or in support documentation may result in the cancellation of my admission to Pace University. I also understand that the entire tuition and general institution fee is due at the time of registration for each term, that the insurance cost is an annual fee, and that costs may rise in succeeding terms. I also understand that if I am required to enroll for English language coursework, additional costs will ensue.

E-mail: graduateadmission@pace.edu

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Dyson
College of Arts and Sciences

PACE
UNIVERSITY

Work toward greatness.

Office of Graduate Admissions

graduateadmission@pace.edu

New York City Campus
One Pace Plaza
New York, NY 10038
(212) 346-1531

Westchester Campus
The Vineyard Building
861 Bedford Road
Pleasantville, NY 10570
(914) 422-4283



@PaceAdmissions