SCHOOL OF EDUCATION
Graduate Application and Admission Information 2016
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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 the 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.

The School of Education may request an interview with an applicant to seek information or clarification of information related to the application. A program administrator will contact the applicant if such an interview is necessary.

Although an undergraduate grade point average and, if applicable, graduate grade point average of 3.00 or higher is preferred for admission into the graduate programs of the School of Education, exceptions can be made by the Graduate Admission Committee based upon other documentation in the application portfolio indicating the applicant's strong professional abilities.

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 scholarships. There is no separate application to be completed. Domestic scholarship recipients must register for a minimum of six (6) credits per fall and spring semester. International scholarship recipients must register for nine (9) credits per fall and spring semester.

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: a desire to excel as evidenced by previous academic work, motivation, leadership potential, and maturity as evidenced by work and/or volunteer experience, extracurricular activities, recommendations, and responses to questions on the application.

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 the $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 Committee.

The Application for Non-Degree Status can be found on page 17.

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 Assistance.

Alumni Auditor

Alumni of Pace University's School of Education 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 Assistance during the second week of the desired semester.

Visiting Students

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 15. 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.

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 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.

Students who submit proof of citizenship from a country where English is the official language may have the English language proficiency test requirement waived. For more information, visit www.pace.edu/English.

STUDENT VISAS
To receive the 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 applicant’s sponsor 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 your 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 their current passports. 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 a non-refundable application fee of $70 in the form of a check or money order in US dollars payable to Pace University.

RESUME
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 achievements you have received (e.g., licenses, publications, and awards).

PERSONAL STATEMENT
Send a typewritten 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 be included as a supplement.

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. Recommenders may write their recommendation on personal stationery or company letterhead.

OFFICIAL TRANSCRIPTS
Transcripts are considered official if sent directly from academic institution(s) to Pace University, or if they are submitted by the applicant, unopened, in the institution’s original, sealed envelopes. Be sure to request transcripts from all institutions you have attended prior to your anticipated start date at Pace University.

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, and Westchester, 2644. For further information, visit the TOEFL website at www.toefl.org. 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 deadline dates for applicants are as follows:

<table>
<thead>
<tr>
<th>Term</th>
<th>Domestic</th>
<th>International</th>
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</thead>
<tbody>
<tr>
<td>Fall Entry Term (September)</td>
<td>August 1</td>
<td>June 1</td>
</tr>
<tr>
<td>Spring Entry Term (January)</td>
<td>December 1</td>
<td>October 1</td>
</tr>
<tr>
<td>Summer I (June) and II (July) Entry Term</td>
<td>May 1</td>
<td>March 1</td>
</tr>
</tbody>
</table>
Pace University Application for Graduate Admission

**SCHOOL OF EDUCATION**
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***

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

**Mailing Address**

**Apt. #**

**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  ○ Summer I  ○ Summer II

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

Do you hold a valid NYS Teaching Certificate?  ○ Yes  ○ No

Please indicate your degree or certificate objective:

**PREPARATION FOR A TEACHING CAREER**

- MST–Early Childhood Development, Learning and Intervention *(New York City Campus only)*
- MST–Childhood Education
- MST–Childhood and Childhood Special Education
- MST–Adolescent Education
- MST–Inclusive Adolescent Education–dual certification *(Westchester Campus only)*
- MST–Teaching English to Speakers of Other Languages (TESOL)
- MS–Educational Technology Studies

**PREPARATION FOR A SCHOOL DISTRICT BUSINESS LEADER CAREER**

- MSEd–Educational Leadership–School District Business Leader
- MSEd/MPA–Educational Leadership–School District Business Leader

**CONTINUING EDUCATION FOR CERTIFIED TEACHERS**

- MSEd–Educational Leadership–Leading to Learning
- MSEd–Educational Technology Specialist
- MSEd–Literacy Specialist *(Westchester Campus only)*
- MSEd–Special Education
- Advanced Certificate–Adolescent Special Education
- Advanced Certificate–Bilingual Education
- Advanced Certificate–Childhood Special Education
- Advanced Certificate–Educational Technology Specialist
- Advanced Certificate–Integrated Instruction for Educational Technology
- Advanced Certificate–Integrated Instruction for Literacy and Technology
- Advanced Certificate–Literacy Specialist
- Advanced Certificate–Teaching English to Speakers of Other Languages (TESOL)
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:

<table>
<thead>
<tr>
<th>Current Employer</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

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?

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

Visa

If yes, please provide the information below:

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):

○ Accelerated Admission Day Event
○ Attended a Pace Information Session
○ Campus Location
○ Career Services and Internship Program
○ College or Professional Fair
○ Course Offerings
○ Financial Aid/Scholarship Offerings
○ Information on Pace Website
○ Online Chat with Department/Admissions Counselor
○ Phone or In-Person Meeting with Pace Admission Counselor
○ School Publication Received in the Mail
○ Recommendation from Current Pace Student
○ Recommendation from Pace Alumni
○ Recommendation from Pace Faculty/Staff Member
○ Recommendation from Employer
○ Tour of Pace University Campus
○ Attended a Special Event with a Chosen Program
Please list, in chronological order, all colleges or universities attended since your high school graduation. Be sure to include all institutions at which you were, are, or will be enrolled prior to your anticipated Pace University graduate program entry term, not only those institutions from which you received a degree. An official transcript from each institution must be received by the Pace University Office of Graduate Admission to which you are sending this application. All documents not issued in English must be supplemented by professionally certified English translations (See International Student Information).

Institution Attended

City

State

Country

Start Date (MM/YY)

End Date (MM/YY)

Date or Expected Date of Degree (MM/YY)

Degree Received:

- Associate
- Bachelor’s
- Master’s
- None

Institution Attended

City

State

Country

Start Date (MM/YY)

End Date (MM/YY)

Date or Expected Date of Degree (MM/YY)

Degree Received:

- Associate
- Bachelor’s
- Master’s
- None

Institution Attended

City

State

Country

Start Date (MM/YY)

End Date (MM/YY)

Date or Expected Date of Degree (MM/YY)

Degree Received:

- Associate
- Bachelor’s
- Master’s
- None

Institution Attended

City

State

Country

Start Date (MM/YY)

End Date (MM/YY)

Date or Expected Date of Degree (MM/YY)

Degree Received:

- Associate
- Bachelor’s
- Master’s
- None

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) 346-1526 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.
RECOMMENDATION FORM

To the Applicant—Please complete the section below. Indicate the location to which the recommender should forward this form.

Office of Graduate Admission (New York City)  Office of Graduate Admission (Westchester)
Pace University  Pace University
One Pace Plaza  861 Bedford Road, The Vineyard Building
New York, NY 10038-1598 USA  Pleasantville, NY 10570 USA
Phone: (212) 346-1531  Phone: (914) 422-4283
Fax: (212) 346-1585  Fax: (914) 422-4287
E-mail: graduateadmission@pace.edu  E-mail: graduateadmission@pace.edu

Applicant Name ____________________________________________________________
First  Middle  Last

Applicant Address __________________________________________________________

Applicant Day Telephone (________) ________________________   Evening Telephone (________) _______________________
Area Code / Number  Area Code / Number
Fax (________)__________________________        E-mail ________________________________
Area Code / Number

Location  ☐ New York City  ☐ Westchester

Applicant Entry Term  ☐ Fall _______  ☐ Spring _______  ☐ Summer I _______  ☐ Summer II _______
Year  Year  Year  Year

CONFIDENTIALITY STATEMENT— Under the provisions of the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), you have the right to review your educational records if you attend Pace University. You may waive your right of access to this specific recommendation if you choose. Your decision to waive or not to waive your right of access will have no effect on your application for admission. Please check the appropriate box and sign your name below:

☐ I hereby waive my right of access to this recommendation.  ☐ I do not waive my right of access to this recommendation.

To the Recommender—Please complete both sides of this form and return it to the Office of Graduate Admission indicated above.
If you wish to use a letter or different format, please feel free to do so. Thank you for your assistance.

Name of Recommender (please print) _______________________________________________________________

Signature of Recommender ___________________________________________________________  ________/_______/______
Month  Day  Year

Position or Title _________________________________  School or Firm _________________________________

Address ____________________________________________________________
Number and Street  City  State  Zip Code

Telephone (________) ________________________________
Area Code / Number

In what capacity have you known the applicant? ____________________________________________________

What is your overall recommendation?
☐ Strongly recommend  ☐ Recommend  ☐ Recommend with some reservation  ☐ Do not recommend
The Admission Committee would appreciate your candid appraisal of the applicant.

<table>
<thead>
<tr>
<th></th>
<th>Outstanding (Top 2%)</th>
<th>Superior (Top 10%)</th>
<th>Good (Top Third)</th>
<th>Fair (Middle Third)</th>
<th>Poor (Bottom Third)</th>
<th>No basis for judgment</th>
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<tbody>
<tr>
<td>Intellectual Ability</td>
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<td>Ability to Work with Others</td>
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<td>Ability in Written Expression</td>
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<tr>
<td>Ability in Oral Expression</td>
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<td>Maturity</td>
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<tr>
<td>Creativity/Originality</td>
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<td>Potential for Career Advancement</td>
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</table>

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

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________

________________________________________________________________________
RECOMMENDATION FORM

To the Applicant—Please complete the section below. Indicate the location to which the recommender should forward this form.

Office of Graduate Admission (New York City) Office of Graduate Admission (Westchester)
Pace University Pace University
One Pace Plaza 861 Bedford Road, The Vineyard Building
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Fax: (212) 346-1585 Fax: (914) 422-4287
E-mail: graduateadmission@pace.edu E-mail: graduateadmission@pace.edu

Applicant Name __________________________________________________________________________________________________
First Middle Last
Applicant Address ________________________________________________________________________________________________
_________________________________________________________________________________________________
Applicant Day Telephone (________) ________________________ Evening Telephone (________) _________________________
Area Code / Number Area Code / Number
Fax (________)__________________________ E-mail ________________________________
Area Code / Number
Location □ New York City □ Westchester
Applicant Entry Term □ Fall ____ □ Spring ____ □ Summer I ____ □ Summer II ____
Year Year Year Year

CONFIDENTIALITY STATEMENT—Under the provisions of the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), you have the right to review your educational records if you attend Pace University. You may waive your right of access to this specific recommendation if you choose. Your decision to waive or not to waive your right of access will have no effect on your application for admission. Please check the appropriate box and sign your name below:

☐ I hereby waive my right of access to this recommendation. ☐ I do not waive my right of access to this recommendation.

To the Recommender—Please complete both sides of this form and return it to the Office of Graduate Admission indicated above. If you wish to use a letter or different format, please feel free to do so. Thank you for your assistance.

Name of Recommender (please print) _________________________________________________________________________________
Signature of Recommender _______________________________ □ Month □ Day □ Year
Position or Title ________________________________ School or Firm _____________________________________________________
Address _________________________________________________________________________________________________________
Number and Street City State Zip Code
Telephone (________) ________________________________
Area Code / Number
In what capacity have you known the applicant? ____________________________________________
What is your overall recommendation?
☐ Strongly recommend ☐ Recommend ☐ Recommend with some reservation ☐ Do not recommend
The Admission Committee would appreciate your candid appraisal of the applicant.

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<th>Area of Evaluation</th>
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<th>Superior (Top 10%)</th>
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<tr>
<td>Ability in Oral Expression</td>
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<td>Maturity</td>
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</table>

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 application to:

School of Education
Pace University
861 Bedford Road
Pleasantville, NY 10570 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

Applicant 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) ____________________________________________

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 ________/_______/_______
VISITING STUDENT APPLICATION

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.

Name _____________________________________________________________________________________________________________

First                                                                                        Middle                                                                                        Last

Present Address ____________________________________________________________________________________________________

Street                                            City                                                                    State                                    Zip

Home Telephone (________) _________________________________    Business Telephone (________) _______________________________

Area Code / Number                                                                                                                  Area Code / Number

Fax (________) _________________________________        E-mail  ________________________________

Are you a US citizen or permanent resident?  ☐ Yes    ☐ No

International students who require an F1 visa are not eligible to enroll as a visiting student.

Institution Currently Attending _______________________________________________________________________________________________________

Name                                                                                              Location

Semester in which you wish to enroll:  ☐ Fall _______    ☐ Spring _______    ☐ Summer I _______    ☐ Summer II _______

Campus:    ☐ New York City    ☐ Westchester

Graduate program you wish to attend:

☐ COLLEGE OF HEALTH PROFESSIONS
☐ DYSON COLLEGE OF ARTS AND SCIENCES
☐ Biochemistry and Molecular Biology
☐ Counseling
☐ Environmental Policy
☐ Environmental Science
☐ Forensic Science
☐ Media and Communication Arts
☐ Psychology
☐ Public Administration
☐ Publishing
☐ LUBIN SCHOOL OF BUSINESS
☐ SCHOOL OF EDUCATION
☐ SEIDENBERG SCHOOL OF COMPUTER SCIENCE AND INFORMATION SYSTEMS

You may register for a maximum of TWO COURSES on a space-available basis. Courses must be completed in the semester indicated above.

_________________________   _________________________________

Course Number Title

_________________________   _________________________________

Course Number Title

Have you ever applied to or enrolled in any graduate program at Pace University?  ☐ Yes    ☐ No

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  New York City  Seidenberg School of Computer Science and Information Systems (212) 346-1005  New York City
Dyson College of Arts and Sciences
Biochemistry and Molecular Biology (212) 346-1853  Lubin School of Business (212) 346-1531  Westchester
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

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)  Office of Graduate Admission (Westchester)
Pace University  Pace University
One Pace Plaza  861 Bedford Road, The Vineyard Building
New York, NY 10038-1598 USA  Pleasantville, NY 10570 USA
Phone: (212) 346-1531  Phone: (914) 422-4283
Fax: (212) 346-1585  Fax: (914) 422-4287
E-mail: graduateadmission@pace.edu  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                                                                                                            Area Code / Number

8. Please indicate the entry term for which you are applying:
   ☐ Fall _______  ☐ Spring _______  ☐ Summer I _______  ☐ Summer II _______

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.

<table>
<thead>
<tr>
<th>Undergraduate/Graduate Institution Attended</th>
<th>Location</th>
<th>Dates Attended</th>
<th>Major</th>
<th>Degree Awarded</th>
<th>Date or Expected Date of Degree</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

If I enroll in the Seidenberg School of Computer Science and Information Systems 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, Dyson College of Arts and Sciences, 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 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, 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

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

DATA ENTRY DATE (MM/DD/YYYY)  BY ____________________
REGISTRATION FORM FOR GRADUATE NON-DEGREE STATUS

U Number                                             Last Name                                              First                                   Middle

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

Please provide information below. (Optional)

DATE OF BIRTH  ____/____/____

ETHNICITY (OPTIONAL):

☐ 1. African-American, non-Hispanic
☐ 2. Asian or Pacific Islander
☐ 3. Hispanic
☐ 4. American Indian or Alaskan Native
☐ 5. Caucasian, non-Hispanic
☐ 6. Other _______________________________ (please specify)

EMERGENCY NAME: _______________________________________________________ RELATIONSHIP: ___________________________

EMERGENCY ADDRESS: ______________________________________________________________________________________________

______________________________________________________________________________________________

EMERGENCY TELEPHONE: (_________) __________________________

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, immunization requirements, and payment or abatement of fees.

Signature _____________________________________________________________________    DATE _________/__________/_________

FOR OFFICE USE ONLY

REG. OPERATOR’S SIGNATURE

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 education at Pace University.

(insert amount from below)

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.

SCHOOL OF EDUCATION

2016–2017 Total Estimated Expenses for the Fall and Spring Terms*

<table>
<thead>
<tr>
<th>US Dollars</th>
<th>Source of Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>(self or sponsor**)</td>
<td>(self, sponsor**, or scholarship)</td>
</tr>
<tr>
<td>Tuition and Fees (18 credits)</td>
<td>$ 18,690.00</td>
</tr>
<tr>
<td>Living Expenses (room and board)</td>
<td>$ 17,343.00</td>
</tr>
<tr>
<td>Health Insurance</td>
<td>$ 950.00</td>
</tr>
<tr>
<td>Other (books, personal expenses, and transportation)</td>
<td>$ 2,780.00</td>
</tr>
<tr>
<td>**</td>
<td>**</td>
</tr>
<tr>
<td>Total:</td>
<td>$ 39,763.00</td>
</tr>
</tbody>
</table>

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*

<table>
<thead>
<tr>
<th>US Dollars</th>
<th>Source of Support</th>
</tr>
</thead>
<tbody>
<tr>
<td>(self or sponsor**)</td>
<td>(self, sponsor**, or scholarship)</td>
</tr>
<tr>
<td>Tuition and Fees (6 credits)</td>
<td>$ 5,925.00</td>
</tr>
<tr>
<td>Living Expenses (room and board)</td>
<td>$ 7,978.00</td>
</tr>
<tr>
<td>Other (books, personal expenses, and transportation)</td>
<td>$ 651.00</td>
</tr>
<tr>
<td>**</td>
<td>**</td>
</tr>
<tr>
<td>Total:</td>
<td>$ 14,554.00</td>
</tr>
</tbody>
</table>

Grand Total: $ 54,317.00

Signature ___________________________ Month __ Day __ Year __ Print Name ___________________________

Print Address __________________________________________________________________________

Print Telephone Number ___________________________________________________________________

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.
SPONSOR AFFIDAVIT OF SUPPORT

TO BE COMPLETED BY SPONSOR 1

I certify that I am willing and able to sponsor ___________________________________________________________ (insert student name)

with the minimum amount of ____________________ US dollars for her/his graduate tuition and living expenses while attending ________________________________ (insert amount)
Pace University. I have attached original bank documentation in US dollars dated and signed by a bank official no more than six months before the student’s enrollment at Pace University indicating savings account funds sufficient to sponsor the student.

Signature                                                                                             Month          Day          Year        Relationship to Student
Print Name                                                                                              Sponsor Citizenship
Print Address                                                                                          Telephone Number
Fax Number                                                                                              E-mail

SPONSOR AFFIDAVIT OF SUPPORT

TO BE COMPLETED BY SPONSOR 2

I certify that I am willing and able to sponsor ___________________________________________________________ (insert student name)

with the minimum amount of ____________________ US dollars for her/his graduate tuition and living expenses while attending ________________________________ (insert amount)
Pace University. I have attached original bank documentation in US dollars dated and signed by a bank official no more than six months before the student’s enrollment at Pace University indicating savings account funds sufficient to sponsor the student.

Signature                                                                                             Month          Day          Year        Relationship to Student
Print Name                                                                                              Sponsor Citizenship
Print Address                                                                                          Telephone Number
Fax Number                                                                                              E-mail

SPONSOR AFFIDAVIT OF SUPPORT

TO BE COMPLETED BY SPONSOR 3

I certify that I am willing and able to sponsor ___________________________________________________________ (insert student name)

with the minimum amount of ____________________ US dollars for her/his graduate tuition and living expenses while attending ________________________________ (insert amount)
Pace University. I have attached original bank documentation in US dollars dated and signed by a bank official no more than six months before the student’s enrollment at Pace University indicating savings account funds sufficient to sponsor the student.

Signature                                                                                             Month          Day          Year        Relationship to Student
Print Name                                                                                              Sponsor Citizenship
Print Address                                                                                          Telephone Number
Fax Number                                                                                              E-mail