



# College of St. Joseph

## Application for Graduate Admission

Please mail completed application to:

**Admissions Office**  
**College of St. Joseph**  
**71 Clement Road**  
**Rutland, VT 05701**

**(802) 776-5286**  
**Toll free (877) 270-9998**  
**admissions@csj.edu**  
**FAFSA financial aid code: 003685**

Please print or type:

Please circle one: Mr. Mrs. Ms. Miss.

Name: \_\_\_\_\_  
Last First MI Maiden

Mailing Address: \_\_\_\_\_

Home Phone: ( ) \_\_\_\_\_ Cell Phone: ( ) \_\_\_\_\_

Email Address: \_\_\_\_\_ @ \_\_\_\_\_  Male  Female

Date of Birth: \_\_\_\_\_ Social Security #: \_\_\_\_\_

Country of Citizenship:  US  Permanent Resident  Other: \_\_\_\_\_

Place of Birth: \_\_\_\_\_  
City State Country

Please check all information that pertains to your application:

Anticipated enrollment date:  Fall 20 \_\_\_\_\_  Spring 20 \_\_\_\_\_

I intend to enroll:  Full-time  Part-time

Housing option:  Commuter  Campus Resident (married housing is not available on campus)

Are you applying for financial aid?  Yes  No

If required of your program, date you have taken or plan to take PRAXIS I \_\_\_\_\_

### Please choose an academic area of study:

- Master of Education** I am seeking initial teacher licensure  Yes  No
- General Education  Elementary Education\*  Special Education\*  Reading (this program requires current teacher certification)
- Secondary Education with a concentration in
- Social Studies\*  English\*

\*Program leads to initial teacher licensure or endorsement.

I am currently licensed to teach \_\_\_\_\_ in \_\_\_\_\_ Copy of license enclosed:  Yes  No

- Post-Baccalaureate Teacher Certification
- Social Studies\*  English\*

### Master of Science

Division of Psychology & Human Services

- Clinical Psychology  Clinical Mental Health Counseling  School Counseling (PRAXIS I required, program leads to initial licensure)
- Community Counseling  Community Counseling: Alcohol and Substance Abuse Counseling

- Graduate Certificate in Alcohol and Substance Abuse Counseling

(A credit evaluation and interview with the Division of Psychology & Human Services Chairperson are required for admission to this program.)

### Master of Business Administration

- MBA

### APPLICATION CHECKLIST:

- \$35 Application Fee payable to: College of St. Joseph
- Completed Application Form
- Essay (typed)
- Resume (typed)
- Two Letters of Recommendation
- Official College Transcripts showing all undergraduate & graduate level work (in a sealed envelope from the college)
- PRAXIS I scores for the following initial licensure programs: Elementary Education Special Education Secondary Education School Counseling Post-Baccalaureate Teacher Certification
- Immunization records are required of all students prior to attending classes

#### INTERNATIONAL STUDENTS must also include:

- TOEFL, ELS or IELTS Scores
- Financial Verification
- One Letter of Recommendation must be from a teacher of English

All documents must be officially translated.

Please list the names of the individuals who will be submitting letters of recommendation on your behalf.

1. \_\_\_\_\_ 2. \_\_\_\_\_

**Please list all colleges or universities you have attended.** *List the most recent college or university first.*

Dates Attended	Name of College or University	City and State	Major	Degree Earned

**List all graduate level courses you have completed.** *Attach an additional page if necessary.*

**Please note:** the number of graduate transfer credits accepted is determined by the program to which you are applying. Please refer to the catalog or contact the Division Chairperson for additional information.

Course Name	Institution	Grade	Credit Hours	Date

List any academic honors and/or scholarships you have received, as well as professional organizations in which you hold membership.

**Employment Information:**

Employment Status:  Full Time  Part Time  I am currently unemployed

Employer \_\_\_\_\_ Job Title \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Work Phone (        ) \_\_\_\_\_

How did you first learn about the graduate programs at CSJ? \_\_\_\_\_

To what other graduate schools are you applying? \_\_\_\_\_

Have you ever been dismissed from an educational institution or program?  No  Yes If yes, please explain on a separate sheet.

Have you ever been convicted of a felony?  No  Yes If yes, please explain on a separate sheet.

**ESSAY**

The essay should describe the reason(s) for applying to the selected master's program and the desired outcomes from the course of study. In addition to the essay, you may send any written material which you believe may assist the Graduate Admissions Committee.

I certify that all items on this application are answered correctly and completely. I understand that incomplete information, the withholding of information or incorrect information may disqualify me for admission to the College of St. Joseph and/or may later be the basis for my dismissal.

Applicant Signature: \_\_\_\_\_ Date: \_\_\_\_\_

In accordance with Title VI of the Civil Rights Act of 1964, Title IX of the Higher Education Amendments of 1972, and Section 504 of the Rehabilitation Act of 1973, the College does not discriminate on the basis of race, color, age, sex, or handicap in its admission policies or its educational programs.

**Revision Date: November 7, 2007**