VALPARAISO UNIVERSITY

INTERNATIONAL STUDENT APPLICATION
FOR ADMISSION TO THE GRADUATE SCHOOL

Kretzmann Hall Room 116
1700 Chapel Drive
Valparaiso, Indiana 46383-6493

Telephone: 1.219.464.5313
Toll Free: 1.800.821.7685
Fax: 1.219.464.5381

Email: Graduate.School@valpo.edu
Website: www.valpo.edu/grad
We welcome your application for admission to the Graduate School of Valparaiso University. The mission of the Graduate School is to serve the advanced learning, professional development, and personal enrichment needs of individuals nationally and internationally. The Graduate School admits students that demonstrate the ability and motivation to succeed in an academically challenging environment.

APPLICATION PROCEDURE

This application may be completed electronically through our website at http://www.valpo.edu/grad. Please type or print all information in English, except your signature. To be considered for admission, ALL applicants must provide:

- This application form, completed and signed.
- $50 application fee, through credit card payment, check, or money order drawn on a US BANK ONLY & made payable to Valparaiso University.
- Certified copies of the original and English versions of all your undergraduate and graduate transcripts.
- If English is not your native language, results of TOEFL, or comparable test score, or intent to enroll in Valparaiso University’s intensive English program, INTERLINK.
- Two letters of reference submitted by college teachers or academic advisers.
- A reflective essay that explains your reasons for wanting to undertake graduate study at Valparaiso University.
- Provide a scanned copy (email to Graduate.School@valpo.edu), legible photocopy (by mail), or fax copy (219-464-5381), of your passport, clearly showing your full name and date of birth.
- An official statement of financial support from your bank, sponsor, or guardian, certifying the amount of financial support available to you during your enrollment in the Valparaiso University Graduate School.

Applicants providing all of the above information will be reviewed for provisional admission based on their academic qualifications. If admitted provisionally, the applicant must submit the following information before final acceptance is given:

- A certified immunization and health record.

I. ENROLLMENT PLANS
WHICH MASTER’S DEGREE DO YOU PLAN TO SEEK…?

A. Check the program to which you are applying and note the additional requirements:

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<tr>
<th>Program</th>
<th>Supplemental Application</th>
<th>Copy of RN License</th>
<th>EXAM</th>
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<tbody>
<tr>
<td>MA in Arts &amp; Entertainment Administration</td>
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<td>MA in Community Counseling</td>
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<td>MA in Clinical Mental Health Counseling</td>
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<td>MA in Chinese Studies</td>
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<td>MA in English Studies &amp; Communication / TESOL</td>
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<td>MA in Liberal Studies (MALS)*</td>
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<td>MS in Digital Media</td>
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<td>MS in Sports Media</td>
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<td>MS in Information Technology &amp; Management</td>
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<td>MS in International Commerce &amp; Policy</td>
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<td>MS in International Economics &amp; Finance</td>
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<td>MS in Nursing – Nurse Educator Concentration</td>
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<tr>
<td>MS in Nursing / Master of Business Administration</td>
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<td>GMAT</td>
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<td>MS in Sports Administration</td>
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<td>GMAT</td>
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<tr>
<td>Master of Business Administration (MBA)</td>
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<td>GMAT or GRE</td>
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<tr>
<td>Master of Engineering Management (MEM)</td>
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*If you checked the MALS degree, please indicate which area of concentration you have chosen:
- English
- Ethics & Values
- Gerontology
- History
- Human Behavior & Society
- Theology
- Theology & Ministry
- Individualized (please specify topic area):

B. Anticipated year/term to begin: 20_______  □ August (Fall)  □ January (Spring)  □ May (Summer)

C. In how many years do you plan to complete the program?* ____________

*NOTE: International students must enroll full time for graduate study (3 courses or 9 credit hours minimum/4 courses or 12 credit hours maximum).
II. PERSONAL INFORMATION

Name: ________________________________________________________________
Family Name: ___________________________ First Name: ___________________________
Middle Name: ___________________________ Former Name: ___________________________

Mailing Address: Number & Street __________________ City: __________________ State, Province or Country: __________________ Postal Code: __________________

Day Phone (circle: home or office) __________________ Cell Phone __________________ Fax Number __________________

Email: ________________________________________________________________
Information Valid Until (Month/Day/Year) __________________

Permanent Address: Number & Street __________________ City: __________________ State, Province or Country: __________________ Postal Code: __________________

Day Phone (circle: home or office) __________________ Cell Phone __________________ Fax Number __________________

Email: ________________________________________________________________

Citizenship: ___________________________
Place of Birth __________________ Date of Birth (Month/Day/Year) __________________

☐ Permanent Resident of U.S. but not a U.S. citizen ☐ Exchange Visitor (J-1) ☐ Student (F-1)
☐ Will apply for visa if admitted to graduate School ☐ Other (Specify): ___________________________
☐ Non-resident alien (list visa type): ___________________________

III. LANGUAGE PROFICIENCY

A. What is your native or primary language? ___________________________

B. Indicate your proficiency in English by checking the appropriate boxes below:

<table>
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<tr>
<th></th>
<th>Very good</th>
<th>Good</th>
<th>Fair</th>
<th>Poor</th>
<th>None</th>
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<tr>
<td>Speaking</td>
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<tr>
<td>Understanding</td>
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<td>Reading</td>
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<tr>
<td>Writing</td>
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</table>

C. Have you taken the TOEFL or a comparable English language test (e.g. IELTS)?
☐ No If not, when will you take it? ___________________________
☐ Yes If yes, please list the test date and the results. ___________________________

D. Where did you study English? (For example, in secondary school, at a University, etc. List locations and dates.)

_________________________________________________________________________________
_________________________________________________________________________________

E. Do you use English on a regular basis in business, in the classroom, or in social situations? (Give details. Use an additional sheet, if necessary.)

_________________________________________________________________________________

F. If English is not your native language, you may attend the intensive English program (INTERLINK Language Center) at Valparaiso University. You may be granted admission into the Graduate School subject to satisfactory completion of the INTERLINK program. Do you wish to receive more information about INTERLINK? ☐ Yes ☐ No

IV. EDUCATIONAL BACKGROUND

College/University: ___________________________ Location: __________________ Dates of Attendance: __________________ Degree/Credits Earned: __________________

A. ______________________________________________________________________________

B. ______________________________________________________________________________

C. ______________________________________________________________________________

NOTE: Official transcripts of all undergraduate & graduate coursework must be received before you will be allowed to take graduate courses at Valparaiso University.
Please list any recognition, awards, or scholarships that you have received, or co-curricular or community/civic activities in which you have been involved.

____________________________________________________________________________________________________________________________

_________________________________________________________________________

____________________________________________________________________________________________________________________________

Have you ever been dismissed or placed on academic probation at Valparaiso University or another academic institution?

☐ No    ☐ Yes; if yes, please explain fully on a separate sheet.

V. PROFESSIONAL BACKGROUND AND GOALS  (You may include job descriptions or a resume.)

Are you currently employed?  ☐ No    ☐ Yes; if yes, type of work or profession: ____________________________________________________

What are your professional plans, that is, for what occupation are you currently preparing? _____________________________________________

VI. SELECTION OF VALPARAISO UNIVERSITY

How did you learn about Valparaiso University? (check all that apply)

☐ College Adviser   ☐ Valpo Alumni   ☐ Professor   ☐ Recruiter

☐ Relative/Friend   ☐ Religious Organization   ☐ Printed Material   ☐ Reference Material

☐ Internet Site (which site): ____________________________________________________

☐ Other (please specify): ____________________________________________________

Please list other graduate schools in the USA you are considering or to which you are applying:

__________________________________________________________________________

__________________________________________________________________________________________________________________________

__________________________________________________________________________________

Order the factor(s) (1 = most important) that will affect your choice for graduate school (rank all that apply).

Reputation _____  Program of Study _____  Good Value for Cost _____  Location _____

Other (please specify) _______________________________________________________

VII. REFLECTIVE ESSAY

All international applicants are required to submit a two-page personal statement or reflective essay indicating their purpose for undertaking graduate study and how this study relates to their professional and personal goals. This statement must be typed double-spaced on separate sheets and submitted with the application materials. Please note that the supplemental application for some degree programs provides further instructions for the personal statement.

The decision for admission to the Graduate School is not final until all required application materials have been received. Applicants granted conditional permission to register for classes due to delayed receipt of official transcripts may not be allowed to begin their coursework if they do not satisfy the admission requirements.

“I submit this application as a true and complete statement of facts for your consideration.”

Signature of Applicant Required ___________________________ Date ______________

DO NOT WRITE BELOW THIS LINE. FOR OFFICE USE ONLY.

APPLICATION APPROVED: ______________________          DEAN’S SIGNATURE: ______________________

APPLICATION

VALPARAISO UNIVERSITY GRADUATE SCHOOL
Specific graduate programs require applicants to submit a supplemental application form along with the basic application. In this supplemental form, you are (1) requested to provide additional information, and/or (2) provided with more specific instructions regarding information requested on the basic application form.

1. NAME: ________________________________________________________________________________

2. What is your academic background in Information Technology & Management? (select one)
   - [ ] Undergraduate major in Information Technology (IT), Computer Science (CS), Engineering or related field:
     ____________________________________________________________________________________
   - [ ] Undergraduate minor in IT, CS, Engineering or related field:
     ____________________________________________________________________________________
   - [ ] Graduate coursework in IT, CS, Engineering or related field – list degree & number of credits:
     ____________________________________________________________________________________
   - [ ] Fewer than 15 credits (minor) in IT, CS, Engineering or related field, list all coursework, grades and credit hours:
     | Title | Credits | Grade |
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3. If you do not meet the qualifications necessary for admission, what other reasons and/or work experiences should be considered? Attach additional sheets if necessary.
   ____________________________________________________________________________________
   ____________________________________________________________________________________
   ____________________________________________________________________________________
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   ____________________________________________________________________________________

Signature: ___________________________ Date: ___________________________

SEND ALL APPLICATION MATERIALS TO:
Office of the Graduate School, Kretzmann Hall Room 116, 1700 Chapel Drive, Valparaiso University, Valparaiso, IN 46383.

Upon receipt of all admission materials, the Committee on Admissions for the graduate programs will review the file. The applicant will be notified in writing of the committee’s decision. Questions should be addressed to the Office of the Graduate School at 219.464.5313 or 1.800.821.768.