



GRADUATE ADMISSION APPLICATION

CMU's Global Campus and College of Education and Human Services
Specialist in Education

- 1) Sign and send completed application and non-refundable \$50 application fee to your CMU program center. The application fee can either be paid by check or money order payable to Central Michigan University, or apply payment to American Express, Discover, MasterCard, or Visa cards (*cash is not accepted*).
- 2) Immediately, ask the Registrar of each college or university attended (except CMU) to send one copy of your official transcript to the appropriate CMU program center. Applicants must submit a complete admissions packet and admission must be approved before a student can enroll in course work. International students need to submit official documents in English or accompanied by certified translations.

PLEASE PRINT OR TYPE

Name _____
(as it appears on your Social Security card or Passport, if applicable) (last/family) (first/given) (middle initial) (former/maiden, if any)

U.S. Social Security Number (if applicable) _____

Address _____
(street/apt. #) (city) (state) (zip)

(Michigan county/ Michigan residents only) (country)

Phone (_____) _____ Fax Number (_____) _____
(area code) (area code)

E-mail Address _____ Date of Birth _____ Sex _____
(mm/dd/yyyy)

Citizenship: Are you a U.S. Citizen? Yes No Native Language: _____ Birth Place: _____
(nation)

Country of Permanent Residence: _____ Country of Citizenship: _____

Although optional, ethnic/racial information is requested to fulfill reporting obligations to the U.S. Department of Health and Human Services.

Do you consider yourself to be Hispanic/Latino? Yes No

In addition, select one or more of the following racial categories to describe yourself:

American Indian or Alaska Native Asian Black or African American Native Hawaiian or Pacific Islander White

Employer _____
(company/agency) (unit/department)

Employer's Address _____
(street - mailing) (city) (state) (zip)

Job Title _____

Business Phone (_____) _____ Business Fax Number (_____) _____
(area code) (area code)

Applicants should carefully read and comply with all sections regarding admissions found in the information packet or the current *CMU's Global Campus Bulletin*.

List in order, all community colleges, junior colleges, colleges or universities (including CMU) you have previously attended, beginning with the earliest.

Name of Institution and Location (i.e. City/State)	Month and Year of Attendance		Cumulative GPA	Degree Received	Date Received
	(month/year) From	(month/year) To	(Required)	(eg. BA, BS)	(month/year)
	From	To			
	From	To			
	From	To			
	From	To			

All colleges or universities attended are listed above? Yes No Additional colleges or universities were attended. Additional information will be sent in the mail.

Ask the registrar of each college or university attended (except CMU) to send one copy of your official transcript to the CMU center you've chosen.

Anticipated date of enrollment _____
(mm/dd/yyyy)

CMU center choice _____
(location where you plan to take course) (this field is necessary to process your application)

Specialist in Education: Administrative Leadership K-12 Higher Education Administration Instructional Leadership K-12

Please indicate how you learned about CMU's Global Campus programs.

magazine newspaper poster employer
 CMU faculty/staff CMU student/alumni flyer/brochure World Wide Web
 other faculty/staff recruiting fair tv/radio direct mail
 counselor/adviser friends/relatives personal research other _____

To be admitted to CMU's Specialist in Education program, applicants must have a bachelor's and master's degree from a regionally accredited U.S. institution, or in the case of degrees from non-U.S. schools, the equivalent from an institution of recognized standing as determined by the graduate dean. Applicants must submit official GRE or MAT scores. Additionally, applicants must complete an Admission Portfolio.

Admission Portfolio:

- A current resume identifying training, experience, and professional accomplishments;
- Two letters of reference from individuals who can appropriately address the applicant's potential as an administrator, and for success in an advanced graduate program;
- A one page statement addressing the applicant's beliefs about administration;
- A one page statement of professional goals and actions the applicant intends to take to achieve them;
- Describe a minimum of two significant activities which indicate experiences, abilities, and potential for administration. For each activity identified, the applicant should indicate the nature of the activity, type and number of persons involved, roles and responsibilities of the applicant, budget (if applicable), and a reflective statement addressing what learning occurred for the applicant.

Additionally, the applicant must have three years experience in an educational or other human service organization. (Applicants who cannot satisfy the experience requirement or for whom the department faculty believe additional documentation of promise is necessary may choose to participate in an administrative assessment center program or submit evidence of professional leadership. Other evidence might include one or more of the following: publications in professional journals, presentations at professional meetings, leadership positions in professional organizations, awards and honors, and other similar evidence.)

International students should be aware that they cannot take any courses until regular or conditional admission is granted and that admission to CMU may not satisfy student visa requirements.

I certify I have read and understand the instructions, and the statements made in this application are accurate and complete to the best of my knowledge. If I attend Central Michigan University, I agree to comply with the rules and regulations of the university. Failure to provide full documentation or falsification of credentials will result in cancellation of admission to the university.

Applicant's Signature _____ Date _____