

# GRADUATE DEGREE PROGRAM APPLICATION FOR FPA MEMBERS

## PROGRAM

Indicate the degree for which you are applying. If you are not admitted to the degree of your choice and you wish to be considered for an alternative degree, please indicate the first and second choice. You will not be admitted to a degree for which you have not indicated you wish to be considered.

**M.S.**  
Personal Financial Planning Major

**MS in Finance (M.S.F.)**

**MS in Finance (M.S.F.)**  
Financial Analysis Major

Use this application in conjunction with the criteria for admission to the graduate degree program and the requirements for the degree/major for which you are applying. You must read and agree to the policies and procedures outlined on the College's website before signing this form. This application will help you assess your suitability to undertake graduate-level study. Please note that an incomplete application will not be considered; you must provide all requested information. If you need additional space for any item, please add a separate sheet. You may also include any other information that you would like the Admissions Committee to consider.

## PERSONAL INFORMATION

You must keep the College informed of name/address changes. The name used here will appear on your master's degree diploma.

If previously enrolled at the College, give your enrollment ID number \_\_\_\_\_

Social Security Number

Date of Birth

Mr./Ms.

Last

First

Middle (or initial)

Suffix (Jr., Sr., III, etc.)

Maiden name or other name on transcripts from other institutions

Company Affiliation

Street Address (UPS will not deliver to a P.O. Box)

Apt. No.

City

State

Zip

E-mail address

Home Telephone

Work Telephone

Fax number

The Admissions Committee will base your admission to the graduate degree program on your prior education. If your GPA at your degree-issuing undergraduate institution is 2.50 or higher, you are only required to provide a copy of that transcript for admission. If your GPA at your degree-issuing undergraduate institution is below 2.50, your admission will be based on your prior education, certifications and/or licenses held, experience that is relevant to the major for which you are applying, and your ability to communicate in writing.

## ACADEMIC PREPARATION

### Education

Official transcripts of all previous college course work and related professional studies will be requested by the College for Financial Planning, Inc., once we receive your completed request for transcript(s) form.

## ABILITY TO USE TECHNOLOGY

I have read the Expectations of Students section of the Graduate Degree Programs Policies & Procedures on the College's website and I certify that I have the minimum hardware and software requirements and that I am competent in using the software indicated.  Yes  No

## WRITING

If your GPA at your degree-issuing undergraduate institution is below 2.50, the quality of your writing will be a factor in the admission decision. If needed, on a separate piece of paper, please write one page addressing each of the following:

- Describe one or more goals you wish to achieve by earning a graduate degree from the College for Financial Planning.
- Describe/explain the experiences that you have in any of the following areas: investment planning, estate planning, retirement planning, tax planning, banking, corporate finance, money management, or financial services.

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## PETITION FOR TRANSFER OF CREDIT

Transfer of graduate-level credit must be supported by entries found on official transcripts from institutions attended. Please attach a detailed course description for each course you wish to have considered for credit toward the degree.

Institution	Course #	Course Name	Year & Term Taken	Grade
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The College will provide FPA members with a complimentary transcript review.

### Financial Analysis Waiver

Financial Analysis major applicants may request waiver of certain courses based on successful completion of CFA Level I and Level II examinations. Refer to the Graduate Degree Programs Policies & Procedures for additional information and required documentation.

### International Students

The minimum TOEFL score for admission to this program is as follows: paper-based exam: 550; computer-based exam: 213. For additional information related to the requirements for international student admissions, please refer to the Graduate Degree Programs Policies & Procedures.

## APPLICATION PROCESSING FEE

THE NONREFUNDABLE \$75 APPLICATION PROCESSING FEE IS WAIVED FOR ALL FPA MEMBERS.

## COURSE TUITION REFUND POLICY

In order to receive a full course tuition refund, your written request for withdrawal from a course must be received by mail, e-mail, or fax before 5:00 p.m. Mountain time on the first Monday following the beginning of a term. After this time, no refunds will be given. Submit your written request for withdrawal to the Office of the Registrar.

## INCLUDED FOR FPA MEMBERS

FPA members will receive COM500 at no cost upon acceptance into the graduate degree program, and payment for the initial 3-credit hour course.

**\*Exception: FA Majors do not require COM500**

## AGREEMENT & SIGNATURE

RETURN COMPLETED APPLICATION TO: **COLLEGE FOR FINANCIAL PLANNING, INC.**  
**8000 E. MAPLEWOOD AVE., STE. 200**  
**GREENWOOD VILLAGE, COLORADO 80111-4766**  
**(PHONE) 1-800-237-9990 (FAX) 303-220-1810**

I understand and agree that the College will use e-mail as the primary method of communication with me concerning notification of information about the program, program policy changes, my status in the program, etc. I agree and consent to the College for Financial Planning sharing my e-mail address with instructors and other students in my classes for educational purposes. I also understand that it is my responsibility to keep the College informed of changes to my e-mail address, mailing address, and phone numbers.

Furthermore, I have read, understand, and agree to all the policies and procedures stated in the Catalog, Graduate Degree Programs Policies and Procedures Manual, and on this application from the College for Financial Planning, Inc., including but not limited to those relating to admission requirements, fees, sales tax, refund policies, study materials, course assignments and examination submission dates, and degree requirements.

I certify that all the statements in this application are complete and true.

SIGNATURE

DATE