New Paltz
STATE UNIVERSITY OF NEW YORK

THE GRADUATE SCHOOL

APPLICATION FOR ADMISSION

THE LARGEST GRADUATE SCHOOL IN THE HUDSON VALLEY

DEGREE PROGRAMS

THE COLLEGE OFFERS MASTER'S DEGREES, ADVANCED CERTIFICATE PROGRAMS AND THE CERTIFICATE OF ADVANCED STUDY.

Master of Science in Education

The Master of Science in Education degree is for teachers who wish to improve their professional competence and mastery of subject matter. Completion of a degree program may lead to professional certification in a field and level, providing the student has at least three years of full-time teaching experience and has initial certification in a teachable major.

Master of Arts in Teaching

The Master of Arts in Teaching degree is designed specifically for non-certified students who have bachelor's degrees in an academic discipline and who wish to earn a teaching certificate at the secondary level.

Master of Science for Teachers

The Master of Science for Teachers degree is designed specifically for non-certified students who have bachelor's degrees in an academic discipline and who wish to earn a teaching certificate at the elementary level.

Master of Professional Studies

The Master of Professional Studies degree is offered in humanistic/multicultural education. This program is designed for individuals who are involved in education in its broadest sense who are seeking to help others develop their intellectual capacities, expand their self-knowledge, enhance interpersonal skills, and foster humane working, learning, or living situations. Students currently enrolled include individuals in the helping professions and teachers with certification in special subjects such as family-consumer science, health, music, physical education, and technology.

Master of Arts

The Master of Arts degree may serve as a complete program in a specific discipline or as a first stage of graduate study. If a student has initial certification at the secondary level in the same discipline as the MA, application for professional certification may be made by the student via the TEACH Online application system. The College does not recommend MA candidates for certification.

Master of Science

Communication Disorders

The Master of Science in Communication Disorders programs prepare students who have strong undergraduate backgrounds in Communication Disorders for a wide range of career opportunities and for doctoral study. The programs are accredited by the American Speech-Language-Hearing Association (ASHA) and are registered as Licensure Qualifying in New York State. The concentration in Speech and Language Disabilities also leads to NYS initial teaching certificate as a Teacher of Students with Speech and Language Disabilities (TSSLD).

Computer Science

The Master of Science degree in Computer Science is designed to provide students with a strong foundation for advanced professional work or doctoral study in the computer field. Courses are offered in computer software, hardware, theory, and mathematics. This graduate-level program requires 30 credit hours selected from three course categories, allowing for both breadth and depth of study. To accommodate part-time students, most graduate courses are offered in the late afternoon or evening and meet once a week. Teaching assistantships are available on a competitive basis. The program does not require a baccalaureate degree in computer science.

Electrical Engineering

The Master of Science degree in Electrical Engineering is designed to serve recent graduates and practicing engineers who need in-depth knowledge in the rapidly changing and expanding areas of electrical engineering beyond what can be included in the traditional bachelor's program. The program offers the following areas of specialization: Microelectronics, Systems, Energy, and Computer Engineering. Students may elect a 30 credit thesis option, which emphasizes research, or a 30-credit non-thesis option which requires successful completion of a comprehensive examination.

Music Therapy

The Master of Science degree in Music Therapy comprises 48 credits. It provides students with a comprehensive education in Music Therapy at the advanced level. The program meets the guidelines for the approval of academic programs in music therapy as set forth by the National Association of Schools of Music, the American Music Therapy Association, and the *Commissioner's Regulations* – Sec. 52.34 Creative Arts Therapy.

Counseling

The Master of Science degree in Mental Health Counseling comprises 60 credits. It offers students the opportunity to pursue a specialized course of study. It serves both students seeking licensure as mental health counselors and those who intend to pursue doctoral studies. Degree requirements cover a core curriculum and specialized courses. Three required fieldwork courses provide unique, varied, and intense hands-on mental health counseling training experiences under supervision of licensed professionals.

The Master of Science degree in School Counseling comprises 60 credits and leads to certification as a school counselor. The curriculum covers school counseling practice and research, in addition to necessary coursework in human growth and development, social and cultural foundations, helping relationships, group work, career and lifestyle development, appraisal, research and program development, and professional orientation. Practicum and internship experiences provide unique, varied, and intense hands-on school counseling training experiences that meet state certification requirements. The degree can be completed full time in two years, including summer classes.

Master of Business Administration

The Master of Business Administration degree prepares career-oriented individuals for a broad range of management responsibilities by offering concentrated study in business administration or public accountancy. The MBA program will enable students to take managerial and professional leadership roles in regional, national, and international enterprises.

Master of Fine Arts

The Master of Fine Arts degree comprises 60 credits specializing in ceramics, metal, painting/drawing, printmaking and sculpture (photography and graphic design). Candidates holding a master's degree in art studio or fine arts may petition the department to transfer a maximum of 30 credits toward the 60-credit MFA program.

Advanced Certificate Programs

The Advanced Certificate in Trauma and Disaster Mental Health consists of 15 credits: three required core courses (Disaster Mental Health; Evidence-Based Assessment and Treatment for Trauma; and Assessment and Interventions with Children, Adolescents, and Families), plus two electives to allow students to focus on populations of interest. **All courses are entirely online with the exception of COU565, Disaster Mental Health, which involves one weekend on the New Paltz campus, or one weekend on campus and one week in Israel.** The certificate can be completed within one year, or extended to accommodate the student's schedule.

The Department of Educational Studies offers a 15-credit Multicultural Education Certificate program. This post-master's certificate program prepares teachers and other educational professionals to develop knowledge and skills to effectively educate and support the diverse students in our schools.

The 24-credit** Advanced Certificate in Mental Health Counseling is a bridge program that provides supplemental coursework and training to qualify for licensure as mental health counselors in New York State. Students with 36- or 48-credit degrees in mental health counseling will accrue the additional credits needed to meet the 60-credit education requirement for licensure, while those with 36-60-credit degrees in other areas of counseling (or a closely related helping-professions discipline) will acquire the specialized courses and fieldwork necessary to retrain as mental health counselors.

Certificate of Advanced Study

The Department of Educational Administration's Certificate of Advanced Study program is a 60-credit program (30 credits beyond the master's degree) leading to professional certification, and to the College's Certificate of Advanced Study. The following specializations are offered: School Building Leader and School District Leader (a joint program) and School District Leader (Transition D).

** Graduates of the SUNY New Paltz M.S. in School Counseling degree require only 18 credits to complete this advanced certificate.

MAJOR / HEGIS / PROGRAM CODES

	MAJOR	HEGIS	PRG
MASTER OF SCIENCE IN EDUCATION (MSED)			
MSEd programs require a NYS Teaching Cert. for application			
Childhood Education	013C	0802	25287
Early Childhood Concentration	013EC		
Reading-Literacy Concentration	013RL		
Science, Technology, Math (STEM) Conc	013ST		
Literacy Education			
Literacy Education B-6	030A	0830	25284
Literacy B-6 (New Paltz campus)	30AN		
Literacy B-6 (Rockland Ext Site)	30AR		
Literacy B-6 (2nd Master's)	30AS		
Literacy Education 5-12	030B	0830	25285
Literacy Education 5-12 (New Paltz)	30BN		
Literacy Education 5-12 (Rockland)	30BR		
Literacy Education 5-12 (2nd Master's)	30BS		
Adolescence Education (MSEd)			
Adolescence Ed.: Biology	031B	0401.01	25318
Adolescence Ed.: Chemistry	032B	1905.01	25320
Adolescence Ed.: Earth Science	033B	1917.01	25319
Adolescence Ed.: English	034B	1501.01	25314
Adolescence Ed.: French	035B	1102.01	25315
Adolescence Ed.: Mathematics	037B	1701.01	25317
Adolescence Ed.: Social Studies	040B	2201.01	25321
Adolescence Ed.: Spanish	039B	1105.01	25316
Visual Arts Education	050A		
Summer Art Ed Conc.	050S		
Special Education			
Autism Institute	061		
Special Education: Adolescence Ed	060G	0808	25282
Special Education: Childhood Ed	060C	0808	25283
Special Education: Early Childhood	060E	0808	31416
Second Language Education	065	1508	25313
School Leadership	080A	0828	79090

	MAJOR	HEGIS	PRG
MASTER OF PROFESSIONAL STUDIES (MPS)			
Humanistic Ed./Multicultural Ed.	070	0801	25291
General Program	070G		
Teaching Cert.: Special Subjects Only	070C		

	MAJOR	HEGIS	PRG
MASTER OF SCIENCE FOR TEACHERS (MST)			
MST programs lead to NYS Teaching Certification in grades 1-6			
Childhood Education(1-6)	020C	0802	25281
Early Childhood Ed (B-2) & Childhood (1-6)	020E	0802	25281

	MAJOR	HEGIS	PRG
BACHELOR OF ARTS/MASTER OF ARTS IN TEACHING			
Chemistry/Adolescence Ed.: Chemistry	104C	1905	37802
Geology/Adolescence Ed.: Earth Science	102E	1917	37893

	MAJOR	HEGIS	PRG
MASTER OF ARTS IN TEACHING			
MAT programs lead to NYS Teaching Certification in grades 7-12			
Adolescence Ed. Biology	101B	0401.01	25309
Adolescence Ed. Chemistry	104B	1905.01	25311
Adolescence Ed. Earth Science	102B	1917.01	25310
Adolescence Ed. English	103B	1501.01	25305
Adolescence Ed. French	105B	1102.01	25306
Adolescence Ed. Mathematics	107B	1701.01	25308
Adolescence Ed. Social Studies	109B	2201.01	25312
Adolescence Ed. Spanish	110B	1105.01	25307

	MAJOR	HEGIS	PRG
MASTER OF ARTS (MA)			
English	204	1501	12327
Psychology	208	2001	03755

	MAJOR	HEGIS	PRG
MASTER OF BUSINESS ADMINSTRATION (MBA)			
Business Administration	261	0506	19744
Public Accountancy	262	0502	25662

	MAJOR	HEGIS	PRG
BACHELOR OF SCIENCE/MASTER OF SCIENCE (BS/MS)			
BS Comp Engineering/MS Elec Engineering	268	0909	34687
BS Elec Engineering/MS Elec Engineering	269	0909	34687

	MAJOR	HEGIS	PRG
MASTER OF SCIENCE (MS)			
Computer Science	270	0701	83390
Electrical Engineering	265	0909	20281
Microelectronics Specialization	265M		
Systems Specialization	265S		
Energy	265E		
Computer Engineering	265C		
Music Therapy	285	1099	31000
Mental Health Counseling	290	2104	31095
School Counseling	295	0826	32351
Communication Disorders	090	1220	25668
Speech-Lang. Disabilities Conc.	090I		
Speech-Lang. Pathology Conc.	090S		

	MAJOR	HEGIS	PRG
MASTER OF FINE ARTS (MFA)			
Ceramics	301	1009	03729
Metal	302	1009	03731
Painting/Drawing	303	1002	12319
Printmaking	305	1009	12316
Sculpture	306	1002	03724

	MAJOR	HEGIS	PRG
ADVANCED CERTIFICATES			
Mental Health Counseling	291	1009	35776
Multicultural Education	071	0899	34618
Trauma & Disaster Mental Health	292	2104	37119

	MAJOR	HEGIS	PRG
CERTIFICATE OF ADVANCED STUDY			
School Leadership	401A	0827	29035
Alt. Cert: School District Leader (Trans D)	401B	0899.54	29036

For a listing of programs whose admission has been temporarily suspended, please visit:
http://www.newpaltz.edu/graduate/admrequirements.html

APPLICATION INSTRUCTIONS

1. Request **ONE set of Official transcripts** from **all** post-secondary institutions, including all transfer colleges and any college where college credit was earned during High School. If you are in the process of completing a degree, please send an official transcript that shows your current progress. You will need to submit an official final transcript once your degree has been conferred. When requesting official transcripts, have them sent to your own address. If the college or university's policy does not permit official transcripts being sent to a student address, then use the Graduate School's mailing address. However, clearly note in your application packet which transcript is being sent directly to the Graduate School. **Transcript(s) must be in sealed envelope(s). Opened transcripts are unacceptable.**

   INTERNATIONAL APPLICANTS: You must provide a translation or evaluation of your transcript. We accept translations/evaluations by member organizations of the National Association of Credential Evaluation Services (www.naces.org). When requesting an evaluation, select course-by-course with overall GPA calculation.

2. Collect **THREE letters of recommendation** from former professors, employers, and/or colleagues who are in a position to comment on your potential for graduate study in your chosen area. Letters from former professors who taught you in advanced courses would be ideal. Using the letter of recommendation form provided in this application packet or on our website, fill out the top portion and submit the form to your recommender. Ask each recommender to seal his/her letter in a self-addressed envelope that you provide, to sign it across the seal, and to return it directly to you. **Opened letters of recommendation are unacceptable.**

3. Compose a **Graduate Admissions Essay** that clearly addresses the following:
   - What are your professional goals?
   - How have your previous experiences contributed to your decision to enter the program?
   - How will graduate study assist you in achieving your future career and educational aspirations?

   Your essay should be typed, double-spaced and between 400-500 words. Since your essay provides us with a sample of your writing, it should reflect exemplary writing style, organization, and mechanics. Certain programs have specific guidelines for the admission essay; therefore, refer to your intended program of study's description in the graduate catalog or the departmental website.

4. Assemble and submit to the Graduate School **ONE complete application packet** of items which include, but are not limited to:
   - Application form (completed, signed, and dated)
   - ONE set of Official college transcripts (from every college/university attended)
   - An official transcript indicating the conferral date of the degree (if you have not yet graduated, see instruction 1 above.)
   - THREE Letters of recommendation (in sealed envelopes, see instruction 2 above)
   - Graduate Admissions Essay (see instruction 3 above) NOTE: Art Studio Applicants will upload their essay along with their portfolio. See box below.
   - Application Fee and Payment Form
   - Official GRE, MAT or GMAT* scores (if applicable for your program of study)
   - Official TOEFL or IELTS score (required of all international students)
   - Copy of Passport (required of all international students)
   - Foreign Student Financial Statement (required of all international students)
   - Evidence of NYS teaching certification** (Xerox copy or a print out from the TEACH website)

5. Mail the **COMPLETE APPLICATION PACKET** to the above address. We will **not** process incomplete applications.

ART STUDIO APPLICANTS

Applicants will receive an e-mail from the Graduate School in one to two workdays with a link to upload their portfolio and artist statement once their application has been processed. Step-by-step directions are available under the FAQ section of the Graduate School website.

MBA APPLICATIONS

MBA applications should be mailed to: The School of Business, 1 Hawk Drive, New Paltz, NY 12561-2443

REQUIRED TEST SCORES

* Satisfactory GRE or MAT scores are required for the MST in Childhood Education program, and the MSEd in School Leadership program. The GRE is required for the MA in Psychology, the MS in Communication Disorders, Computer Science (international applicants only), Mental Health Counseling, and School Counseling programs, and the GMAT or GRE is required for all MBA applicants. **International applicants must demonstrate English language proficiency by submitting satisfactory test scores on the TOEFL or IELTS. Consult our exams page for more information: http://www.newpaltz.edu/graduate/exams.html**

NYS TEACHING CERTIFICATION REQUIREMENT

**A valid NYS teaching certificate is required for the MSEd in Childhood, Adolescence, Literacy, Special Ed., and Visual Arts Education programs, and the Certificate of Advanced Study in School Leadership. See Graduate Catalog for further details.

TO CHECK THE STATUS OF AN APPLICATION

Your userID, PIN, and web address will be e-mailed to you once your application has been processed.

What are the application deadlines?

Many departments have specified deadlines for admission or may only accept students once per year. Review the Requirements and Deadlines page on the Graduate School Web Site for your program's specific application deadline.

Does SUNY New Paltz require standardized test scores for admission?

The TOEFL or IELTS is required of all applicants whose undergraduate degree is from a country where English is not the main language of instruction. In addition, certain programs require satisfactory scores on the MAT, GRE or GMAT. Refer to the Requirements and Deadlines page for your program's specific exam requirements.

I have submitted my application, how can I check on the status of my application?

Once the Graduate School receives and processes an application, an e-mail is sent to the applicant with directions for checking his/her application status online. The online system indicates each item we've received within an application packet, the date it was received, and lists any missing any documents. We encourage applicants to review their checklist items frequently.

How do I upload my portfolio?

Once the Graduate School has received your online or paper application and processed it, you will receive a confirmation email. This email will provide you with a link to check your application status and upload your portfolio. You may download step-by-step directions from our FAQ page, here: http://www.newpaltz.edu/graduate/online_portfolio_submission_tips.pdf

I have been accepted. What should I do now?

Once you have been offered admission to a graduate program, you need to log into my.newpaltz.edu to confirm your intention to enroll and pay your deposit (if applicable to your program of study).

How do I register for classes?

Contact your advisor to select classes and receive your Advisor Release Number (ARN). After consulting with your advisor, you may register online via my.newpaltz.edu, or in person at the office of Records and Registration (HAB 19). NOTE: Your advisor information will become visible within my.newpaltz.edu after you have confirmed your enrollment and paid your deposit (if applicable).

What type of financial aid is available at the graduate level?

Graduate students usually receive Stafford loans. To qualify for financial aid, students must: file a FAFSA and submit all documents requested, be matriculated in a graduate program and be registered for at least 6 credits during the summer, fall or spring semesters. Please visit Financial Aid's website for application deadlines, checklist items, and employment opportunities: www.newpaltz.edu/financialaid.

In addition, a limited number of graduate assistantships are available. Contact your department for further information about qualifications, stipends and responsibilities. Review our scholarships and funding page at www.newpaltz.edu/graduate/funding.html for more information.

Is SUNY New Paltz an accredited institution?

The University is fully accredited by the Middle States Association of Colleges and Secondary Schools and is approved as a degree-granting institution by the Trustees of the State University of New York and the Regents of New York State. The University is approved for Teacher Certification by the New York State Education Department. At the master's level, the education programs are accredited by The National Council for Accreditation of Teacher Education; the literacy education programs are nationally recognized by the International Reading Association; the art programs are accredited by the National Association of Schools of Art and Design; and the communications disorders program is accredited by the American Speech-Language Hearing Association.

New Paltz

STATE UNIVERSITY OF NEW YORK

THE GRADUATE SCHOOL

SUNY New Paltz ■ 1 Hawk Drive ■ New Paltz, NY 12561-2443 ■ www.newpaltz.edu/graduate
phone (845)257-3285 ■ fax (845)257-3284 ■ TOLL FREE (800)248-8856

DOMESTIC GRADUATE STUDENT APPLICATION

EACH INDIVIDUAL APPLYING TO A GRADUATE PROGRAM IS REQUIRED
TO PAY A **NON-REFUNDABLE $50.00 APPLICATION FEE.**
PRINT OR TYPE:

For Office Use Only:

T: PAID:
L: PORT:
TC: ESSAY:
MAT: GWS:
GRE:
GMAT:
TOEFL/IELTS:
STATUS:

How did you learn about us?
☐ Radio—NPR, K104
☐ Online—website, Facebook, Twitter, Instagram
☐ Search Engine (e.g., Google, Bing)—_____
☐ Events—Open House, Recruitment Fair, KFest
☐ Referral (e.g. faculty)—_____
☐ Other—_____

Banner ID N __ __ __ __ __ __ __ __ __

Date of Birth __ __ - __ __ - __ __ __ __
                   month day   year

Gender ☐ Male ☐ Female

Former/Maiden Name _____

Name _____
         Last   First   Middle Initial

Primary Telephone Number
☐ Home ☐ Cell ☐ Work

_____
(area code) number

Permanent Address _____

City _____ State _____ Zip _____

County (if NYS) _____ Country _____

Have you lived in NYS for 12 months or longer? ☐ Yes ☐ No

Secondary Telephone Number
☐ Home ☐ Cell ☐ Work

_____
(area code) number

Current Address _____

City _____ State _____ Zip _____

valid until _____ Country _____

E-mail _____

How often do you check your e-mail?
☐ Daily ☐ Weekly ☐ Monthly ☐ Rarely

Citizen Status ☐ U.S. Citizen ☐ NOT a U.S. Citizen
☐ Permanent Resident of the U.S. (green card holder)
Country of Birth _____
Country of Citizenship _____

Veteran Status
☐ U.S. Veteran (served in the U.S. Armed Forces)
☐ Military Service Member (Active Duty, Reserve or National Guard)
☐ Dependent of a Military Service Member or U.S. Veteran (spouse or child)

Optional Information:
Your response to the following questions will be used for research purposes only. SUNY New Paltz supports Affirmative Action and Equal Opportunity and does not discriminate against individuals or groups on the basis of race, sex, age, national origin, religion, disability, veteran status, marital status, or sexual orientation, in education or employment, or in any of its policies or programs.

Are you Hispanic/Latino? ☐ Yes ☐ No **If Hispanic/Latino, is your background:** (*select one*)
☐ Central American ☐ Dominican ☐ Mexican ☐ Puerto Rican ☐ South American ☐ Other Hispanic/Latino

All applicants, please indicate your race: (*select one or more*)
☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander ☐ White

Semester/Year of Intended Enrollment: Fall 20__ __ Spring 20__ __ Summer 20__ __
Some programs only admit once per year. For a complete listing of deadlines, visit: www.newpaltz.edu/graduate

Name/Major Code of Intended Program: (see Major Code chart)

Major Name _____ Major Code _____ Concentration _____

Do you have a New York State teaching certificate? ☐ Yes ☐ No Area/Type of Certification _____
☐ Provisional Certificate ☐ Permanent Certificate ☐ Initial Certificate ☐ Professional Certificate

List below ALL colleges/universities attended: *(Include ONE set of Official Transcripts for each Institution)*

INSTITUTION	CEEB CODE (FOR OFFICE USE)	DEGREE RECEIVED	FINAL GPA	MONTH	YEAR

Letters of Recommendation

Please list three persons from whom you will request letters of reference. These letters should be from recommenders who have knowledge of your academic and professional background and who are able to comment on your capability for graduate study.

1. _____   2. _____   3. _____

List foreign languages and describe level of reading/speaking/writing ability.

(For Computer Science, please indicate high-level and assembly languages.)

_____

_____

Previous Applications

Have you previously applied for graduate study at SUNY New Paltz?

☐ **No** previous application

☐ **Yes**. Last application/attendance:

Semester _____   Year _____   Program _____

Please respond to the following two questions:

HAVE YOU BEEN:

Convicted of a felony?   ☐ Yes   ☐ No

Dismissed from college for disciplinary reasons?   ☐ Yes   ☐ No

An affirmative response to either question will not automatically prevent admission, but you will be asked to provide additional information. This information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in a denial of admission or disciplinary action.

TEST SCORES

Indicate scores and/or the date the test was or will be taken. OFFICIAL SCORE REPORTS ARE STILL REQUIRED. THIS SECTION IS INFORMATIONAL ONLY.

TEST	SCORE	DATE
GRE Verbal		
GRE Quantitative		
GRE Writing		
GRE Subject		
MAT		
GMAT		
TOEFL or IELTS (required of all international applicants)		

Graduate Admissions Essay

Compose an admissions essay that clearly addresses the following:
- What are your goals?
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Your essay should be typed, double-spaced and between 400-500 words. Since your essay provides us with a sample of your writing, it should reflect exemplary writing style ,organization and mechanics. Certain programs have specific guidelines for the admission essay; therefore, refer to your intended program of study's description in the graduate catalog or the departmental Web site.

Property Rights

In accordance with American Association of Collegiate Registrars and Admission Officers policies, all materials submitted with this application will become the property of SUNY New Paltz and will not be returned to the applicant.

I certify that the information given in this application for admission is complete and correct. I understand that any falsification or omission of data may result in the denial of admission.

Student's Signature _____   Date _____

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PRINT OR TYPE:

How did you learn about us?
- ☐ Agency—_____
- ☐ Online—website, Facebook, Zinch.com
- ☐ Search Engine (e.g., Yahoo, Google, Bing)— _____
- ☐ Events—Open House, Recruitment Fair
- ☐ Referral (e.g. faculty)—_____
- ☐ Other—_____

Banner ID   N __ __ __ __ __ __ __ __

Date of Birth   __ __ - __ __ - __ __ __ __
                 month   day   year

Gender   ☐ Male   ☐ Female

Last Name _____
Last Name/Family Name/Surname (as it appears on your passport)

Foreign Address _____
_____
Country_____

U. S. Address_____
City _____ State _____ Zip _____

Citizen Status ☐ U.S. Citizen   ☐ NOT a U.S. Citizen
                 ☐ Permanent Resident of the U.S. (green card holder)
Country of Birth _____
Country of Citizenship_____

Do you plan to apply for an I-20 through New Paltz? ☐ Yes ☐ No
If yes, print the address where you'd like your I-20 to be sent: (also include the telephone number: _____
_____

First/Given Name _____

E-mail _____

Primary Telephone Number
☐ Home   ☐ Cell   ☐ Work

_____
(area code)   number

Are you currently in the United States?
☐ Yes   ☐ No
If yes, what is your current immigration status?

_____
When does your current immigration status expire? _____

Are you currently enrolled in a school in the US? ☐ Yes ☐ No

If yes, will you transfer your F-1 student status from a US school to SUNY New Paltz?
☐ Yes   ☐ No
Name of the school you will transfer from:

_____

Will you bring dependents (spouse and children) to the United States in F-2 status? ☐ Yes ☐ No
If yes, please provide the following information for each F-2 dependent:

Last Name _____ First Name _____ Date of Birth _____
Country of Birth _____ Country of Citizenship _____ Relationship to you_____

Semester/Year of Intended Enrollment: Fall 20__ __   Spring 20__ __   Summer 20__ __
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Semester _____ Year _____ Program _____

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I certify that the information given in this application for admission is complete and correct. I understand that any falsification or omission of data may result in the denial of admission.

Student's Signature _____ Date _____

INTERNATIONAL STUDENT FINANCIAL STATEMENT
The State University of **New York**

This is a two-page form. Be sure to read all information before completing this form.

International students must document their ability to meet all educational and living expenses for the first year of their intended study before this University can issue a Certificate of Visa Eligibility (form I-20 or DS-2019) per immigration regulations. Although you must only show proof for the first year of study, funding must be available for your entire course of study from your personal or sponsored funding sources. International students are NOT eligible for financial aid and U.S. Federal immigration regulations severely restrict international student employment so students should not expect to subsidize their studies by earning income in the United States.

INSTRUCTIONS:

Part I: Answer all questions in Part I completely.

Part II: In the first column, indicate the source(s) of your funding. In the column headed Year 1, indicate the amount (in U.S. dollars) available for each year of study. Each sponsor must verify these amounts by signing the form. Be sure to include supplementary documents as indicated and provide official documentation of funding. Please note that if you send originals by mail, you must retain a set of originals for your visa interview. The originals sent to the campus will not be returned.

All documentation must be dated within six (6) months of the date of initial enrollment at the SUNY campus to which you are applying. A more current version may be requested by the individual SUNY campus to verify funding. The SUNY campus has provided you with an estimate of their annual education and living costs for international students. You must document financial support equal to or greater than this amount. Tuition and fee estimates, as well as cost of living expenses, are subject to change without notice and will usually increase each year. Students must be prepared to meet these increases.

SOURCE OF FUNDS – REQUIRED DOCUMENTATION: **Please provide in English and in US dollars.**

Personal/Family: Signatures of sponsors on this form. Bank verification on both this form and in a separate bank statement.

Scholarship: Official scholarship letter from the institution awarding the scholarship. The award letter must contain the name of the student, the amount of money available for each year of study, the duration of the award (including beginning and ending dates), the degree and major field of study for the award, and the name of the SUNY campus to which the award is applicable.

Government or Employer: Official letter indicating amount of support and containing the same information as for "Scholarship" described above.

Loans: Official letter from credit institution indicating approval of the loan and the amount approved.

Dependent Support: A student wishing to have his/her family member(s) accompany him/her must document additional funding for each family member per calendar year of intended study. Each campus will provide you with the required spouse/child documentation. The costs may vary based on campus and regional area and are estimated living costs.

The SUNY campus to which you are applying reserves the right to require additional financial documentation and/or pre-payment from students whose countries impose currency exchange restrictions or other obstacles to the transfer of currency. Students from such countries will be notified of specific requirements when they have submitted a completed application.

PART I. (Type directly into the form or print and write clearly in ink)

NAME OF STUDENT: FAMILY/LAST NAME   FIRST/GIVEN   MIDDLE

PERMANENT ADDRESS   STREET
IN HOME COUNTRY:

CITY   PROVINCE, IF APPLICABLE OR STATE   COUNTRY   POSTAL CODE

EMAIL   TELEPHONE NUMBER

COUNTRY OF CITIZENSHIP   COUNTRY OF BIRTH   DATE OF BIRTH (MONTH/DAY/YEAR)

CAMPUS TO WHICH YOU ARE APPLYING   DEGREE FOR WHICH YOU ARE APPLYING   MAJOR FIELD/DEPARTMENT

DEPENDENTS:
☐ I plan to come without dependents
☐ The following dependents will accompany me
   (list names and relationships):
_____
_____

FUNDING:
Does your country restrict dollar exchange?   ☐ Yes ☐ No
What is the maximum dollar amount permitted for a student? $_____
Do you have a source within the U.S. for emergency
funds once you arrive in this country?   ☐ Yes ☐ No
If YES, name source_____
Amount available in U.S.: $_____

FSA-4

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SUNY

PART II. Complete all that apply. Enter amount of assured support for the first year in U.S. Dollars. These funds, plus expected increases, are expected to be available for each year of study in the U.S. by the student s funding source/sponsor.

SOURCE OF FUNDS	YEAR 1	REQUIRED VERIFICATION
PERSONAL SAVINGS: Name of Bank: _____ Account Holder: _____	$	1. Bank Statement/Letter from Bank on official bank letterhead. 2. Complete (A) and (C).
FAMILY/RELATIVE/SPONSOR: Name: _____	$	1. Bank Statement/Letter from Bank on official bank letterhead with sponsor's full name and address. 2. Complete (A), (B), and (C).
SCHOLARSHIP/LOAN: Awarded by: _____	$	1. Official award letter. See instructions on page 1. 2. Loan approval letter. See instructions on page 1. 3. Complete (C).
GOVERNMENT/EMPLOYER/OTHER: Name of Sponsor: _____ Other (specify source and type of support): _____ _____	$	1. Official letter of support. See instructions on page 1. 2. Bank statements, affidavits, or sworn statements. 3. Complete (C).
TOTAL:	$ 0	

VERIFICATION:

A. This is to certify that the funds indicated above are on deposit or are being held in the name of the account holder listed above, family members, or sponsors (named above) at the savings institution named below. Verification of amounts is without liability for the bank or its officials.
Attach separate statement of accounts on official bank letterhead or with official signature/seal.

Name of Bank: _____ Date: _____

Bank Official's Name: _____ Email: _____

Bank Official's Title: _____ Bank Official's Signature/Seal: _____

B. This is certify that I the undersigned have agreed to provide the funds indicated above to the applicant for the purpose of full-time study at the State University Campus listed above and that I am submitting bank statements indicating the availability of these funds. I further understand that the State University cannot provide ANY financial assistance to the applicant and that I must provide these funds for the duration of the applicant's course of study. If the commitment is not met, the student may be subject to dismissal from the University for non-payment. If the student has more than one sponsor, please provide the names, signatures and relationship information on a separate page.

Sponsor's Name: _____ Relationship to Applicant: _____ Date _____

Sponsor Signature: _____ Email: _____

C. This is to certify that the information given on this form is complete and accurate to the best of my knowledge. I am fully aware that any false or misleading statement will result in an automatic denial of admission, or cancellation of registration following enrollment.

Applicant's Signature: _____ Date: _____

Return this form with all additional financial documentation directly to the SUNY campus to which you are applying.

FSA-4

New Paltz
STATE UNIVERSITY OF NEW YORK

LETTER OF RECOMMENDATION FOR ADMISSION

Return to applicant by _____
(month/day/year)

Name _____

Proposed program of study and degree: _____

Name of recommender: _____

The Family Educational Rights and Privacy Act of 1974 and its amendments guarantee students access to their educational records, and permits them to waive their right of access to recommendations. The following statement indicates the wish of the applicant regarding this recommendation:

I ☐ waive ☐ do not waive my right to inspect the contents of this recommendation.

Student's Signature _____ Date _____

To the recommender: We would appreciate your opinion of this applicant's potential for success in graduate study. How long and in what capacity have you known the applicant? Please comment on the applicant's academic ability and aptitude for advanced study in the proposed field of study and degree. If you prefer to write a personal letter rather than use this form, please do so and attach this form to your letter. We pay careful attention to your appraisal, and we are grateful for your assistance.

To the applicant: This form should be copied for your recommender. Complete the top portion of this form. Provide your recommender with a stamped self-addressed envelope.

Signature _____ Date _____

Position _____

Address _____

E-mail _____

To the Recommender: Please seal your recommendation in the envelope provided by the student, sign across the seal, and mail. We appreciate your prompt reply. NOTE: Do not complete the reverse side of this form unless the applicant is applying for the MSED in School Leadership (080A) or one of the CAS in School Leadership programs.

**DO NOT COMPLETE THIS FORM UNLESS
THE APPLICANT IS APPLYING TO THE MSEd (080A) OR CAS IN SCHOOL LEADERSHIP.**

From my contacts with this candidate, I would rank him (her) as follows among professionals I have known:

	LOWEST QUARTER		MIDDLE QUARTER		HIGHEST QUARTER
1. Teaching or related professional ability	1	2	3	4	5
2. Capacity for professional growth	1	2	3	4	5
3. Application of professional judgment	1	2	3	4	5
4. Application of human relation skills	1	2	3	4	5
5. Potential ability as a school Supervisor or Principal	1	2	3	4	5

Remarks:

_____
_____
_____
_____
_____
_____
_____
_____
_____

Signature _____ Date _____

Position_____

School_____

Address _____

_____

Telephone_____

APPLICATION FEE PAYMENT FORM

This form accompanies the required fee payment for graduate admission. The fee of $50.00 must arrive together with the application.

We cannot waive or defer fees for any applicant,
nor can we process your application unless the fee is paid.

Please make checks payable to SUNY New Paltz.
We also accept charge-card authorization for either VISA or MasterCard.
Do not send cash.

Student Name _____

Address _____

City _____ State _____ Zip _____

Intended program of study_____   Major Code_____

Form of payment

☐ Check (to SUNY New Paltz) for $50.00

☐ US Postal Money order for $50.00

☐ Charge authorization for $50.00
  ☐ VISA   ☐ MasterCard

Credit Card Number_____

Expiration Date _____   Verification Code (*3 digits on back of card) _____

Cardholder Name _____

Cardholder's Signature_____

Cardholder's Address_____

  City _____ State _____ Zip _____

Cardholder's Phone _____

Return the entire application to:

The Graduate School, Haggerty 804
SUNY New Paltz
1 Hawk Drive
New Paltz, NY 12561-2443

New Paltz
STATE UNIVERSITY OF NEW YORK

The Graduate School
1 Hawk Drive
New Paltz, NY 12561-2443
U.S.A.