

STEPS IN APPLYING FOR GRADUATE SCHOOL

1. Complete Application for Admission.

REGISTRATION MATERIALS - The Application for Admission is used to prepare the student's initial computer registration information for the semester indicated on the application form, provided the application is received at least two weeks prior to registration dates. Please notify the Graduate School Office (please see box below for phone numbers) if your registration plans change from that indicated on your application. Incomplete applications will be returned. Students may also apply online at <www.gradschool.eku.edu>.

2. Write a statement of Personal and Professional Objectives

Very Important: Applicants are required to submit a brief sketch outlining personal and professional objectives. This statement assists faculty in evaluating applicants and planning an appropriate program. The Graduate School does not require a specific format. The department applying to may require a specific format. Please use an additional page.

3. Provide Graduate School with official test scores. (GRE, MAT, GMAT, PRAXIS II & TOEFL)

TEST SCORES - All applicants for degree programs must submit official scores. Students who are applying for a Master of Business Administration (MBA) degree must provide official scores on the General Management Admission Test (GMAT). Applications to take these exams may be obtained from Educational Testing Service, CN 6000, Princeton, NJ 08541-6000. (Note: For scores to be official they must come directly from ETS.) Students applying for Education programs may be able to submit PRAXIS II scores for admissions. Students must check with their department for approval and contact the Dept. of Teacher Admission & Certification the Associate Director/Instructor at coeadvising@eku.edu or 859-622-1830 to see where Praxis scores are to be sent.

4. Have official transcripts sent to the Graduate School.

TRANSCRIPTS - Applicants who are not Eastern Kentucky University graduates must have each institution attended send one official transcript directly to the Graduate School, Coates CPO 5-A, Eastern Kentucky University, 521 Lancaster Ave., Richmond, KY 40475-3102. Those applicants who have not completed their undergraduate degrees should forward only one transcript at the time of application and one official transcript after the degree is completed and recorded. No action can be taken on your admission until official transcripts are received. (Note: For transcripts to be official they must come directly from the higher education institution.)

VISITING STUDENTS - Students who have been admitted and who continue in good standing with another accredited graduate school may attend EKU, taking courses for which they have prerequisites for one term without formal admission to a specific program. Official transcripts and test scores are not required provided a Visiting Student Certificate signed by the graduate dean where you have been previously admitted is submitted to the EKU Graduate School. Students must complete a Visiting Student form for *each* semester in which they take a course. Visiting student forms will be mailed to the student to forward to their institution once your application has been received in the Graduate School Office at EKU.

INTERNATIONAL STUDENTS - International students are required to complete applications for admission by the International Deadlines dates for the beginning of the term in which they want to enter. Certain additional requirements are imposed by the U.S. Department of Justice on all foreign students who wish to study in the United States. **Please refer to the Special Instructions for International Students.**

SECURITY REPORT: A copy of the Eastern Kentucky University Annual Security Report and the Daily crime log is available for viewing. Information on viewing these websites and obtaining a copy of the report can be found at <http://publicsafety.eku.edu/information/>.

NOTE: Credentials submitted for admission purposes become the property of the Eastern Kentucky University. If the applicant does not enroll within one year, the admission file is destroyed unless the student contacts the Graduate School.

APPLICATION DEADLINES

- All applications must be received no later than **two weeks prior** to the beginning of the semester for which the student wishes to enroll.
- **International Students** - Oct. 15 (Spring), March 15 (Summer), June 1 (Fall).

SPECIFIC DEPARTMENT DEADLINES

- M.B.A. - Nov.20 (Spring), April 5 (Summer)and July 9 (Fall)
- M.P.H. (Environmental Health option) - Oct. 15 (Spring), Mar. 15 (Summer) and May 1 (Fall)
- M.S.N. - Jan. 15 (Summer), Mar. 15 (Fall)
- Occupational Therapy - January 15 (for students without undergraduate degree or certification in OTR).
- Psychology - March 15
- Communication Disorders - February 1 (Fall)

QUESTIONS? Please Call Us

For Admissions, call according to your last name:

A - L (859) 622-2316
M- Z (859) 622-1743

Other numbers:

General/Request Information (859) 622-1742
Cooperative Doctoral Programs (859) 622-1745
Graduation, Thesis/Specialist Projects

Graduate Assistants (859) 622-1744

graduateschool@eku.edu
www.gradschool.eku.edu

GRADUATE SCHOOL PROGRAMS

Use the following list of degrees and programs to fill out the Application for Admission.

** Must be admitted to program prior to registration.*

MASTER OF ARTS IN EDUCATION (MAED)

Communication Disorders *
Elementary Education - Reading/Writing
Elementary Education - Early Elementary Ed.
Elementary Education - Middle Grade Education
Elementary Education-Gifted Education
Instructional Leadership
Library Science - K - 12
School Counseling
Secondary Education - Agriculture
Secondary Educ. - Allied Health Sci. Non-Teaching
Secondary Education - Art
Secondary Education - Biology
Secondary Education - Business Education
Secondary Education - English
Secondary Education - Family and Consumer Sci
Secondary Education - School Health
Secondary Education - Mathematics: Mathematics,
Statistics, and Computer Science
Secondary Education - Mathematics: Computer Sci
Secondary Education - Music
Secondary Education - Physical Education
Secondary Education - Physical Science
Secondary Education - Social Studies: Geography
Secondary Education - Social Studies: History
Secondary Education - Technology Education
Special Education - Deaf and Hard of Hearing
Special Education - Interdisciplinary Early
Childhood Ed. (IECE), Non-teaching
Special Education - Interdisciplinary Early
Childhood Ed. (IECE)
Special Education - LBD
Special Education-Initial Cert. option LBD

MASTER OF ARTS TEACHING (MAT)

Elementary Education

Must select two areas in Middle Grade when applying

Middle Grade Education -Engl/Comm (T)
Middle Grade Education - Mathematics (T)
Middle Grade Education - Science (T)
Middle Grade Education - Social Studies (T)

Can only select one area in Secondary Education

Secondary Education -Art (T) P-12
Secondary Education -Biology (T)
Secondary Education - Bus & Marketing Ed. (T) 5-12
Secondary Education - English (T)
Secondary Education -Fam & Cons Science (T) 5-12
Secondary Education -Health (T)
Secondary Education -Mathematics (T)
Secondary Education - Music (T) P-12
Secondary Education - PE (T) P-12
Secondary Education -Physical Science (T)
Secondary Education -Spanish (T)
Secondary Education -Social Science (T)
Secondary Education - Technology Ed. (T) 5-12

MASTER OF ARTS (MA)

Mental Health Counseling
English
History
Human Services: Student Personnel Services
Human Services: Community Agencies
Political Science

MASTER OF SCIENCE IN NURSING (MSN)

Rural Health Family Nurse Practitioner*
Rural Psychiatric Mental Health Nurse Practitioner
(RPMHNP) *
Advanced Practice Rural Public Health Nursing (area
of concentration in Administration) *
Advanced Practice Rural Public Health Nursing (area
of concentration in Nursing Education)*

MASTER OF SCIENCE (MS)

Applied Computing -Bioinformatics
Applied Computing - Business Computing
Applied Computing - Industrial Computing
Applied Computing - Software Engineering
Applied Computing - Statistical Computing
Biology - General
Biology - Ecology
Career & Technical Ed.- Occupational Training/Dev.
Career & Technical Ed.- Technology Education
Career & Technical Ed. - Technical Educ. Adm in.
Chemistry
Clinical Psychology *
Community Nutrition - Option 1
Community Nutrition - Option 2
Criminal Justice*
Correction & Juvenile Justice Studies*
General Psychology*
Geology
Industrial/Organizational Psychology*
Industrial Technology
Loss Prevention and Safety
Mathematical Sciences - General
Mathematical Sciences - Mathematics
Mathematical Sciences - Statistics
Mathematical Science-Computer Science
Occupational Therapy
Physical Education - Exercise/Sport Science
Physical Education - Exercise/Wellness
Physical Education - Sports Administration
Recreation & Park Administration

MASTER OF BUSINESS ADMINISTRATION (MBA)

Business Administration *

MASTER OF MUSIC (MM)

Music - Performance
Music - Choral Conducting
Music - Theory/Composition
Music - General
Music - Instrumental Conducting

MASTER OF PUBLIC ADMINISTRATION (MPA)

Public Administration - General
Public Adm. - Community Health Adm.
Public Adm. - Community Development
Public Adm - Environmental Health

MASTER OF PUBLIC HEALTH (MPH)

Public Health - Chemical Abuse/Dependency
Public Health - Community Health
Public Health - Environmental Health Science
Public Health - Public Administration

SPECIALIST IN PSYCHOLOGY (Specialist)

School Psychology *

COOPERATIVE DOCTORAL

Biology - General (U.K.)
Educational Psychology (U.K.)
Education Policies, Studies, & Evaluation (U.K.)
Geology (U.K.) (Ph.D)
Kinesiology & Health Promotion (U.K.)
Instruction & Supervision (U.K.)
Special Education (U.K.)
Vocational Education (U.K.)
Health/Physical Education & Recreation (U.K.)
Rehabilitation Science (U.K.)

CERTIFICATION PROGRAMS

Director of Special Education
General Certification - Non-Teaching in __ (area)
General Certification - Teaching in ____ (area)
Rank II (5th Year) in _____ (area)
Rank I (6th Year) in _____ (area)
School Psychology Certification *

(The following programs require the standard
teaching certificate.)

Director of Pupil Personnel Services
Elementary School Counseling
Instructional Leadership - School Principal,
All Grades
Secondary School Counseling
School Superintendent
Supervisor of Instruction

SPECIAL STUDENT STATUS

Non Degree
Visiting Student (must be admitted to another
university)

Application for Admission to Graduate School

Office of Graduate Education & Research

Eastern Kentucky University, Coates CPO 5-A

521 Lancaster Avenue

Richmond, Kentucky 40475-3102

(859) 622-1742

\$35.00 application fee is required for all FIRST time graduate applications. If you have ever applied to EKU Graduate School before - no application fee is required. The check or money order should be made out to Eastern Kentucky University Graduate School. Please do not send cash.
Application fee is non-refundable.

Social Security Number

1. Name:

(Last Name)

(First Name)

(Middle Name)

2. Previous Name(s)

(If applicable):

(Last Name)

(First Name)

(Middle Name)

3. Permanent Address:

(Street)

(County)

(City)

(State)

(Zip)

Phone No. ____ (____) _____

4. Current Address:

(If different from above)

(Street)

(County)

(City)

(State)

(Zip)

Phone No. ____ (____) _____

5. Email Address: _____

6. Employer: _____ Full-time Part-time Phone: _____

7. Are you currently or have been and EKU employee within the last twelve months? If so, and your name has changed you MUST contact Human Resources Office to make the change. Employee Student worker Graduate Assistant Not an EKU employee

8. Emergency Contact: _____ Relationship: _____

Address

(Street)

(City)

(State)

(Zip)

(Phone)

9. Sex: Male Female

10. Date of Birth: ____/____/____

Month

Day

Year

11. Citizen: U.S. Other _____

(Country, Type of Visa, Visa Expiration Date)

12. Ethnic Group: (EKU must demonstrate to the U.S. Dept. of Education its compliance with Title VI of the 1964 Civil Rights Act. This information is used for statistical purposes only.)

1. White (Non-Hispanic) 2. Black (Non-Hispanic) 3. Asian or Pacific Islander Hispanic

4. Hispanic 5. American Indian or Alaskan 6. Other (Please Specify): _____

13. Term in which you are enrolling: Spring Summer Fall Year: _____

14. I am enrolling as a student: Full-time Part-time

15. In which degree program are you enrolling? MAED MA MAT MSN MS MBA MPA MPH
 Specialist in Psychology Cooperative Doctoral

I am not enrolling in a degree program, I desire a ----- Rank II Rank I Certification

I do not wish to enroll in a program, I am applying as a ----- Non-Degree Student Visiting Student

16. Please write the name of the program (and degree, if applicable) you wish to pursue: (If applying for a Certification or Rank you must list in what area. If applying for one of the Master degree programs that has several different areas, you must list area to avoid delay in application process. Example: General Teaching Certification in Library Science or MAED Secondary Education: English)

17. Beginning with the most recent, list ALL colleges and universities you have attended, including the one in which you are currently enrolled. List all schools, regardless of the length of time enrolled or number of credits completed. If the college is part of a university with a different name, give the name of the university. Attach an additional sheet if necessary. Foreign applicants: List actual name of degree received or expected; do not translate or interpret in terms of American or Canadian equivalent. Refer to Special Instructions for International Students.

ALL STUDENTS: ECU Graduate School must receive an official transcript directly from each institution listed below. Students who received their degree from ECU will not be required to send an official copy of their transcript, but need to list ECU below.

NAME OF INSTITUTION (Do not use Initials)	LOCATION (City, State, Country)	DATE ATTENDED		MAJOR/MINOR	DEGREE EXPECTED /RECEIVED	DATE EXPECTED /RECEIVED
		From	Through			

18. Type of teaching or other certificate (if any), issued by which state/agency? Number of years experience (specify level and area).

19. I have completed the:

____ GRE Scores: Taken after October 2002 Verbal _____ Quantitative _____ Date completed: _____

____ GRE Scores: Taken prior to October 2002 Verbal _____ Quantitative _____ Analytical _____ Date Completed: _____

____ GMAT Score: _____ Date completed: _____

____ MAT Test Score: _____ Date completed: _____

____ I have not taken the GRE or GMAT or MAT test Date taking test: _____

____ TOEFL (International Students Only) Score: _____ Date Completed: _____

AFFIDAVIT OF AGREEMENT

I understand and accede to the Graduate School of Eastern Kentucky University the right to exercise academic sanctions against me in the event I fail to:

1. Observe prerequisites listed for admission to course(s) for which I enroll.
2. Provide official transcripts of all college credits earned to date prior to the end of my initial enrollment period.
3. Meet published academic or other criteria for admission to the program of my choice as specified in the Graduate Catalog or as required by the academic department.

I fully understand that no person or persons can waive any of the requirements for admission to Graduate School and, further, understand that any waiver to admission requirements can only be granted by the Graduate Council of Eastern Kentucky University. No statements made by any other person regarding waiver of admission requirements shall in any way bind the Graduate Council. I understand that withholding information requested or giving false information makes me ineligible for admission and enrollment.

Signature: _____ Date: _____