

APPLICATION PROCEDURES

1. Provide the Office of Graduate Services with official transcripts from each post-secondary institution you have attended. If you received your degree from Frostburg State University, there is no need to request a transcript.
2. Failure to provide the Office of Graduate Services with all required admissions materials may result in the cancellation of the application and/or denial of further enrollment.
3. In addition to the above mentioned items, the graduate applicant must also comply with the specific requirements of the graduate program to which they are applying as outlined in the current graduate catalog.
4. If you wish to enroll in graduate courses but do not intend to earn a degree or intend to pursue a certificate program only, you are considered a **Non-Degree** student. If this is your intention, please check the appropriate box in the "Classification" section of this application.

GENERAL INFORMATION

A \$45.00 application fee is required for the processing of the application. Please include a personal check or money order for \$45 made payable to Frostburg State University. **DO NOT SEND CASH.** Place the student's name and social security number on the check. **The fee is non-refundable. If you have previously paid an application fee to Frostburg State University, you need not submit this fee a second time.**

The non-refundable \$45 application fee should be forwarded to Accounts Receivable, Frostburg State University, Frostburg, Maryland 21532-2303.

The University does not assume the responsibility of informing a student of the completeness of the application for admission. Please be sure that all forms included with this application are completed and signed. Please be sure that all required documents are provided as quickly as possible.

Frostburg State University is an Affirmative Action/Equal Opportunity Institution. Admission shall be determined without regard to race, color, sex, national origin, status as a veteran, age or handicap.

FSU is committed to making all of its programs, services and activities accessible to persons with disabilities. To request accommodation through the ADA Compliance Office, call 301.687.4102 or use a Voice Relay Operator at 1.800.735.2258.

I certify that the statements made in this application are correct and complete. I understand that discovery of false information is grounds for immediate dismissal and forfeiture of all financial payments and academic credits.

If admitted, I agree to comply with all policies and regulations of Frostburg State University in effect while I am a student, and to assume responsibility for any financial obligations that I may incur.

I understand that all information furnished to the Office of Graduate Services in connection with this application will be treated confidentially, will be disclosed to University officials having a legitimate educational interest, and will become the property of the university. Should I be admitted to and enrolled at Frostburg State University, reports and recommendations on my behalf will not become a part of my permanent student record.

In making this application, I accept and agree to abide by the policies and regulations of Frostburg State University concerning drugs and alcohol abuse and understand that unlawful use of drugs or alcohol will subject me to penalties contained in those policies and regulations.

If the conditions affecting my residency status change, I will notify the University in writing, within fifteen (15) days of such change.

Student's Signature _____ Date _____

MASTER OF EDUCATION AREAS OF CONCENTRATION

- Educational Leadership
Curriculum and Instruction
- National Board Certification
 - Teacher Leadership
 - Educational Technology
 - STEM Elementary

- Interdisciplinary
Reading
School Counseling
Special Education (Elementary)
Special Education (Secondary)

MASTER OF ARTS IN TEACHING (Elementary)

MASTER OF ARTS IN TEACHING (Secondary) CERTIFICATION AREAS

- | | | |
|----------------|---------------|---------|
| Art | Physics | Spanish |
| English | Biology | French |
| Math | Chemistry | Music |
| Social Studies | Earth Science | |

RACE AND ETHNICITY DEFINITIONS

The standard Federal Government ethnicity and racial definitions are as follows:

White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.

Black or African American: A person having origins in any of the black racial groups of Africa.

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, Cuban, South or Central American, or other Spanish culture or origin, regardless of race.

Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.

American Indian or Alaska Native: A person having origins in any of the original peoples of North and South American (including Central America), and who maintains cultural identification through tribal affiliation or community attachment.

Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands



One University. A World of Experiences.

GRADUATE ADMISSION APPLICATION

OFFICE OF GRADUATE SERVICES
141 PULLEN HALL

FROSTBURG STATE UNIVERSITY
101 BRADDOCK ROAD

FROSTBURG, MARYLAND 21532-2303

PHONE: 301.687.7053 | FAX: 301.687.4597

WWW.FROSTBURG.EDU



OFFICE OF GRADUATE SERVICES
 FROSTBURG STATE UNIVERSITY
 FROSTBURG, MARYLAND 21532-2303
 301.687.7053
 FAX 301.687.4597
 www.frostburg.edu

Graduate Application for Admission

APPLICATION FEE TRANSMITTAL FORM

IMPORTANT: This form must be completed, detached, and mailed, along with a check or money order for \$30.00 made payable to Frostburg State University. The fee is non-refundable. **If you have previously paid an application fee to Frostburg State University, you need not submit this fee a second time.**

DO NOT SEND CASH. Your application for admission cannot be processed until this form and your application fee have been received by Accounts Receivable.

Graduate Student

Full Name _____
last first middle

Address _____

Semester Planning to enter FSU _____

A **\$30.00 non-refundable** application fee is enclosed in the form of a Check Money Order

Date _____ **Student's Signature** _____

| | | | |
|--|---|--|---|
| EMAIL ADDRESS: _____ | | | |
| Last Name | First Name | Middle Name | Social Security Number |
| Permanent Home Address | | City | State Zip |
| County | Length of Residency Years: _____ Months: _____ | Phone (_____) _____ | Birthdate Month: _____ Day: _____ Year: _____ |
| Local Home Address | | City | State Zip |
| Local Phone | Length of Residency Years: _____ Months: _____ | Do you consider yourself eligible for In-State tuition? Yes <input type="checkbox"/> No <input type="checkbox"/> <i>(Complete enclosed Residency Information Form)</i> | |
| Classification <i>(check one)</i> <input type="checkbox"/> Graduate Degree <input type="checkbox"/> Graduate Non-Degree | Campus Site: <input type="checkbox"/> FSU <input type="checkbox"/> Hagerstown <input type="checkbox"/> Online <i>(option available only for MBA, Recreation and Parks, M.Ed. Special Education, Applied Computer Science and Nursing)</i> Semester you wish to enroll at FSU: <input type="checkbox"/> Fall <input type="checkbox"/> Intersession Year _____ <input type="checkbox"/> Spring <input type="checkbox"/> Summer Year _____ Have you ever applied to FSU before? <input type="checkbox"/> No <input type="checkbox"/> Yes | Doctor of Education (Ed.D.) <input type="checkbox"/> Curriculum and Instruction <input type="checkbox"/> Higher Education <input type="checkbox"/> PK-12 Leadership <input type="checkbox"/> Educational Instructional Technology Post-Master's Certificate: <input type="checkbox"/> Educational Leadership | |
| Master's Degree Program of Study <i>(check one)</i> <input type="checkbox"/> M.S. in Applied Ecology & Conservation Biology <input type="checkbox"/> M.S. in Wildlife/Fisheries Biology <input type="checkbox"/> M.S. in Counseling Psychology <input type="checkbox"/> M.S. in Applied Computer Science <i>(online option available)</i> <input type="checkbox"/> M.S. in Recreation and Parks Management <i>(online only)</i> <input type="checkbox"/> M.S. in Nursing <i>(online only)</i> Tracks: <input type="checkbox"/> Administration <input type="checkbox"/> Family Nurse Practitioner <input type="checkbox"/> Teaching <input type="checkbox"/> Psychiatric Mental Health NP | <input type="checkbox"/> Master of Business Administration <i>(online only)</i> Concentrations: <input type="checkbox"/> Business Analytics <input type="checkbox"/> Health Care Management <input type="checkbox"/> General Management <input type="checkbox"/> Master of Business Administration/BS Accounting <i>(FSU graduates only, online only)</i> <input type="checkbox"/> Master of Arts in Teaching - Elementary <input type="checkbox"/> Master of Arts in Teaching - Secondary <i>(See reverse side for subject areas. Please list preferred area)</i> <input type="checkbox"/> Master of Education <i>(Please list preferred concentration and specialization. See reverse side for list)</i> _____ | | |
| Citizenship: <input type="checkbox"/> U.S. <input type="checkbox"/> Other Country Visa Type _____ Expiration Date _____ | Do you request on-campus housing? <input type="checkbox"/> Yes <input type="checkbox"/> No | Are you a veteran? <input type="checkbox"/> Yes <input type="checkbox"/> No | Gender: <i>(optional)</i> <input type="checkbox"/> Male <input type="checkbox"/> Female |
| Colleges and universities are asked by many agencies, including federal and state governments and national surveys, to describe the racial and ethnic backgrounds of our students. This information is not used to determine eligibility for admission. You should answer both questions to the right. See reverse for standard federal race and ethnicity definitions. | | Are you of Hispanic or Latino origin? <input type="checkbox"/> Yes <input type="checkbox"/> No What is your race? <i>Select one or more of the following categories</i> <input type="checkbox"/> 1-White <input type="checkbox"/> 4-American Indian or Alaskan Native <input type="checkbox"/> 2-Black or African American <input type="checkbox"/> 5-Native Hawaiian or Other Pacific Islander <input type="checkbox"/> 3-Asian | |
| Character and Conduct: Has disciplinary action leading to suspension or expulsion been initiated or taken against you at any of your previous institutions (including FSU if previously enrolled)? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever been convicted of a criminal offense other than a minor traffic violation (please include findings of probation before judgment)? <input type="checkbox"/> Yes <input type="checkbox"/> No Do you currently have criminal charges pending against you other than a minor traffic violation (please include cases on stet docket)? <input type="checkbox"/> Yes <input type="checkbox"/> No Have you ever received formal disciplinary action or a dishonorable discharge from any branch of the military? <input type="checkbox"/> Yes <input type="checkbox"/> No If you answered yes to any of the questions above, please provide a detailed explanation which you can attach to this application or email to gradservices@frostburg.edu. Be sure to include your name and birth date. | | | |
| EDUCATIONAL BACKGROUND <i>list all colleges and universities attended with most recent first.</i> | | | |
| Name/Location | Dates of Attendance | Degree Earned | Graduation Date |
| | | | |
| | | | |
| Tests taken: <input type="checkbox"/> GRE: Date _____ <input type="checkbox"/> MAT: Date _____ <input type="checkbox"/> Praxis I: Date _____ <input type="checkbox"/> Praxis II: Date _____ <input type="checkbox"/> GMAT: Date _____ | | | |
| High School History – Please list high school from which you graduated. | | | |
| Name | County/State | Diploma Earned (Yes/No) | Graduation Date |
| | | | |

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REQUEST FOR ACADEMIC RECORD

Transcript Request *(this form is optional as some colleges/universities require use of their own form. It is provided for you to request your undergraduate transcripts from your undergraduate institution)*
 Please release the academic record and test record to the Frostburg State University Office of Graduate Services. This information may be presented on any form considered official to your particular school, provided it carries the appropriate signatures and school seal. Students are responsible for having transcripts forwarded to the Office of Graduate Services.

Student Signature _____ **Date** _____

Please type or print
Student Name _____ **SS#** _____

Name of College/University _____

Address of College/University _____

Please send this form with the official transcript to:
 OFFICE OF GRADUATE SERVICES
 FROSTBURG STATE UNIVERSITY
 101 BRADDOCK ROAD, 141 PULLEN HALL
 FROSTBURG, MARYLAND 21532-2303