



EDUCATING REFLECTIVE, PRINCIPLED, AND CREATIVE LEARNERS

APPLICATION FOR ADMISSION

Undergraduate Part-Time Study

Intended term beginning Fall _____ Spring _____ Year _____

PERSONAL INFORMATION

Legal name _____
Last First Middle Other names used

Address _____
Street or P.O. Box # City State Zip

Phone number (_____) _____ Cell phone number (_____) _____ Email _____

Date of birth _____ / _____ / _____ Social Security Number _____
Month Day Year

EMERGENCY CONTACT INFORMATION

Please provide information for one of the following (check one) Spouse Partner Parent Other

Ms./Mr. _____
(Circle One) Last Name/Family Name First Name Middle

Address _____
Street or P.O. Box City State Zip Country

Phone number (_____) _____

CURRENT EMPLOYMENT

Employer _____ Position _____

Address _____ Business Phone (_____) _____
Street or P.O. Box # City State Zip

EDUCATIONAL INFORMATION

Degree to be earned at Elms College: _____ Bachelor _____ Associate _____ Certificate

Academic area(s) of interest _____

High School/GED

Name of Institution Location Dates (from/to) Year of Graduation

Colleges (List all colleges and universities attended)

Name of Institution Location Dates (from/to) Year of Graduation

Name of Institution Location Dates (from/to) Year of Graduation

Student Signature

Date *Month/Day/Year*

NOTE: This application will be considered incomplete without your signature.

The following questions are optional:

Single _____ Married _____ Male _____ Female _____

Religious preference _____

How would you describe yourself? Check any that apply.

- American Indian, Alaskan Native (tribe _____)
- Mexican American, Mexican
- Native Hawaiian, Pacific Islander
- African American, Black (country _____)
- Asian American, Asian, Indian subcontinent (country _____)
- White, Anglo, Caucasian
- Hispanic, Latin, Puerto Rican (country _____)
- Other (*specify* _____)

How did you hear about Elms College? _____

APPLICATION CHECKLIST

- Completed application including your signature. Your signature indicates that all information provided is correct and honestly presented.
- Two reference letters (preferably a professor and a supervisor)
- Personal goal statement (100-250 words) describing your reasons for applying to Elms College, and how they might benefit your professional future.
- Official transcripts for all courses taken. Please have the high schools and colleges you attended submit sealed transcripts or official GED scores to the Division of Graduate Studies and Continuing Education. *Do not open copies directly sent to you.*
- \$30.00 non-refundable application fee with this form
- TOEFL test scores (international students only)
- Current visa page from your passport (international students only)

INFORMATION AND INSTRUCTIONS

Before filling out this application, the Division of Graduate Studies and Continuing Education strongly urges you to familiarize yourself with individual undergraduate programs and their requirements and other pertinent information contained in the undergraduate catalog.

Application Fee

There is a one-time non-refundable application fee of \$30. Please make checks payable to Elms College.

Records and Confidentiality

Any and all information submitted with this Application for Admission becomes the property of Elms College in accordance with the Family Educational Rights and Privacy Act (FERPA) of 1974. Your application materials will be kept confidential within the confines of Elms College. For further information regarding FERPA, please see the undergraduate catalog.

Financial Assistance

The Financial Aid Office can assist students with information on loans, grants, and scholarships. Call the Financial Aid Office to receive information on the Free Application for Federal Student Aid (FAFSA) at 413-265-2249. Elms College's school code is 002140. The FAFSA does not apply to international students.

International Students

International students who are not United States citizens or permanent resident aliens must submit an F-1 Visa Request Form and supporting documents. For those students whose native language is not English, the Test of English as a Foreign Language (TOEFL) is required. Elms College's board number for the TOEFL exam is 3283. For further information please contact the Division of Graduate Studies and Continuing Education.

International Student Admission

International students are encouraged to apply to the Elms College undergraduate programs. International applicants must score at least 550 on the Test of English as a Foreign Language (TOEFL). In addition to the usual application materials, international students must complete a Foreign Student's Application Package and abide by all the relevant immigration regulations.

Advising

Upon acceptance of the applicant, the appropriate division chair assigns an initial advisor to the candidate. Prior to the first registration, students should make an appointment with their advisor to work out a program of study.

Rolling Admission

There is no application deadline. Applications are reviewed upon receipt throughout the year.

Completed Applications

Division of Graduate Studies and Continuing Education
Elms College
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Chicopee, Massachusetts 01013-2839

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