

Applications are accepted on a rolling basis. It is in your best interest to submit the application and supporting credentials as early as possible, in order to assure enrollment in the next semester. Contact the Graduate Division for information about enrollment dates.

Accepted applicants currently engaged in undergraduate or graduate work are required to submit a copy of their final transcript at the time such work is complete. The transcript must indicate the highest degree conferred and the date of issue. Acceptance is always contingent upon satisfactory completion of all course work in which the applicant is currently enrolled.

All information is kept in strict confidence. Information requested on gender and ethnic or national origin is requested to enable Albright College to comply with its Equal Opportunity obligations and will not be used to discriminate against any individual.

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## **Instructions for Applicants Seeking a Master's Degree**

All information given on the application form must be typed or neatly printed. Please complete the application entirely, including your signature, and the date.

A non-refundable application fee of \$50.00 must accompany the application. Please do not mail cash. Your check or money order should be made payable to *Albright College*.

Please submit official transcripts from all colleges or universities attended.

Please submit two professional reference letters in support of your application. The reference letters must come from former professors or professionals with whom you have worked. Please detach and complete your section of the Confidential Reference Letter Form before providing it to each person writing a reference letter on your behalf, along with the special envelope provided.

Please mail the completed application, application fee, official transcripts, and letters of reference to the Graduate Division, Albright College, 13th & Bern Streets, P.O. Box 15234, Reading, PA 19612.

Please forward one official copy of the required test scores to the Albright College Graduate Division. Information about the administration of the Graduate Record Examination (GRE) can be obtained at [www.ets.org/gre](http://www.ets.org/gre). Information about the administration of the Miller Analogies Test (MAT) can be obtained at [www.milleranalogies.com](http://www.milleranalogies.com).

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## **Instructions for Applicants Seeking a Post-baccalaureate Certification**

All information given on the application form must be typed or neatly printed. Please complete these sections of the application: Personal Information, Program of Study, Educational Credentials, Professional History, Additional information, and Certification of Accuracy.

A non-refundable application fee of \$50.00 must accompany the application. Please do not mail cash. Your check or money order should be made payable to *Albright College*.

Please submit official transcripts from all colleges or universities attended.

Please mail the completed application, application fee, and official transcripts to the Graduate Division, Albright College, 13th & Bern Streets, P.O. Box 15234, Reading, PA 19612.

Albright College is committed to a policy of equal opportunity and does not discriminate on the basis of race, religion, sex, age, national origin, sexual orientation, veteran status, marital status or disability. This policy extends to all educational, service and employment programs of the College. Student concerns should be directed to Erin Evans, Assistant Dean, 610-921-7662. Faculty, staff and student employee concerns should be directed to Kim Hubric, Director of Human Resources / Affirmative Action Coordinator, at 610-921-7629.

# Albright College

## Application for Graduate Admission

Albright College  
Graduate Division  
13th & Bern Streets, P.O. Box 15234  
Reading, PA 19612  
Phone: 610-921-7856  
<http://www.albright.edu/graduate/>  
E-mail: [grad@albright.edu](mailto:grad@albright.edu)

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### Personal Information

Mr.  Ms.  Mrs.  Dr.

Name \_\_\_\_\_  
(last name) (first name) (middle name) (maiden name)

Other names under which transcripts may be issued \_\_\_\_\_

Home address \_\_\_\_\_  
(number & street)

\_\_\_\_\_ (city) (state) (zip)

Home telephone (\_\_\_\_\_) \_\_\_\_\_ Cell phone (\_\_\_\_\_) \_\_\_\_\_  
(area code) (area code)

Preferred e-mail address \_\_\_\_\_

Temporary mailing address \_\_\_\_\_  
(number & street)

\_\_\_\_\_ (city) (state) (zip)

Temporary telephone (\_\_\_\_\_) \_\_\_\_\_ Valid from/to \_\_\_\_\_  
(area code)

Social Security Number \_\_\_\_\_ Gender  Male  Female

Date of birth \_\_\_\_/\_\_\_\_/\_\_\_\_ Predominant Ethnicity (response is optional) \_\_\_\_\_

Are you a veteran? \_\_\_\_\_ Are you a citizen of the US? \_\_\_\_\_

If no, what country of residency? \_\_\_\_\_

Type of Visa:  Student F1  Permanent Resident  Alien (card#)  Other \_\_\_\_\_

Is English your primary language?  Y  N If no, please list. \_\_\_\_\_

## Program of Study

Please check the graduate program desired:

- Master's degree program (M.S. or M.A.)

Please check the concentration desired:

- General Education (including Secondary Education content areas)  
 Early Childhood Elementary Education (PreK-4)  
 Special Education

- Post-baccalaureate teacher certification program

Please check the certification desired:

- Early Childhood Education Teacher Certification (PreK-4)  
 Secondary Education Teacher Certification (French, German, Latin, Spanish, Art, English, Math, Social Studies, Biology, Chemistry, or Physics)

Content area \_\_\_\_\_

- Special Education Teacher Add-on Certification (PreK-8)  
 Special Education Teacher Add-on Certification (7-12)

- 4+1 degree program (current Albright undergraduate students only)

Concentration: \_\_\_\_\_

Please check the term you wish to enroll:

- Fall (August)  
 Spring (January)  
 Summer

## Educational Credentials

Have you previously attended or applied to Albright College? \_\_\_\_\_

If yes, when? \_\_\_\_\_

List in chronological order all colleges and universities where you have taken a course, including professional schools.

Name & Location	Months & Years of Attendance	Major/Degree Received or Expected & Date

International students must list all schools attended, including elementary and secondary.

The applicant is responsible for collecting official transcripts from all colleges and universities attended in sealed envelopes. These must be forwarded with the application to the Graduate Division.

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## Official Test Information

Master's degree applicants only

Have you taken the:

Graduate Record Examination (GRE)     Y    N    Date taken \_\_\_\_\_

Verbal Score \_\_\_\_\_    Quantitative Score \_\_\_\_\_

Miller Analogies Test (MAT)     Y    N    Date taken \_\_\_\_\_    Score \_\_\_\_\_

If you are an international student, have you taken the:

TOEFL     Y    N    Date taken \_\_\_\_\_    Score \_\_\_\_\_

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## Confidential References

Master's degree applicants only

Give names and addresses of the two individuals to whom you have submitted confidential reference letter forms.

Name \_\_\_\_\_

Address \_\_\_\_\_

Name \_\_\_\_\_

Address \_\_\_\_\_

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## Professional History

Beginning with your most recent employment, list your work experience including service in the armed forces, Peace Corps, etc. Do not list part-time or summer employment unless it is relevant. Please attach a copy of your current resume (optional).

Employer	Location	Dates Employed	Position Held	Telephone #

Do you have tuition remission at work?     Full    Part    None

Do we have your permission to verify employment?     Yes    No

Present Teaching Certificates, if applicable \_\_\_\_\_

State of Issue \_\_\_\_\_

Please provide a copy of your present certification credentials.

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## Additional Information

How did you hear about the Graduate Program at Albright College?

- |  |                                    |  |
|--|------------------------------------|--|
| <input type="checkbox"/> Alumni          | <input type="checkbox"/> Newspaper | <input type="checkbox"/> TV            |
| <input type="checkbox"/> Employer        | <input type="checkbox"/> Mail      | <input type="checkbox"/> Area Resident |
| <input type="checkbox"/> Friend/Relative | <input type="checkbox"/> Internet  | <input type="checkbox"/> Other _____   |
| <input type="checkbox"/> Fair            | <input type="checkbox"/> Radio     |  |

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## Certification of Accuracy

To the best of my knowledge, the above information is true. I agree that if accepted, I will comply with the rules and regulations of Albright College. I authorize you to use my social security number for student identification and records.

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Signature

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Date