

APPLICATION FOR ADULT DEGREE & CONTINUING STUDIES

Instructions: Completely fill out this application and return it to the Adult Degree & Continuing Studies office. Please forward an official high school transcript or proof of GED, official transcripts from any or all colleges and/or post-secondary institutions previously attended, one letter of recommendation and a current resume to the Adult Degree & Continuing Studies office..

1. New Transfer 2. Term for which I am applying: Fall Spring Summer Year _____

3. Name _____
 Last *First* *M.I.* *Maiden* *Preferred First Name*

4. Address _____
 Number and Street *City* *County* *State* *Zip*

5. Personal Email _____ School Email _____

6. Home Phone # (_____) _____ Cell Phone # (_____) _____

7. Social Security # _____ - _____ - _____ 8. Male Female

9. Date of Birth ____/____/____ 10. Country of Citizenship _____

11. Secondary School you attended _____

 City *State* *Zip*

12. Will you receive tuition reimbursement/remission? Yes No

13. Are you presently employed? Yes No Full-time Part-time

Name of Employer _____

Work Email _____ Work Phone # (_____) _____

14. Are you eligible for a federally funded program (WIA, OVR, Trade)? Yes No Unsure

15. Are you a veteran? Yes No Interested in learning more about tuition benefits for veterans? Yes No

What is your time-line for completing your goal? 1-2 yrs. 2-3 yrs. 4 yrs. more than 4 yrs.

TRANSFER STUDENTS ONLY:

17 You must indicate ALL previously earned credits from colleges, universities, business schools, and other post secondary institutions (part-time or full-time).

 School *City* *State*

 Dates Attended *# of Credits Attempted* *# of Credits Earned*
 Degree Earned? Yes No Type: Diploma Certificate Associate Bachelor Master Other

 School *City* *State*

 Dates Attended *# of Credits Attempted* *# of Credits Earned*
 Degree Earned? Yes No Type: Diploma Certificate Associate Bachelor Master Other

 School *City* *State*

 Dates Attended *# of Credits Attempted* *# of Credits Earned*
 Degree Earned? Yes No Type: Diploma Certificate Associate Bachelor Master Other

16. Have you ever been dismissed or placed on probation for any reason from any educational institution?

No Yes If yes, briefly explain: _____

17. Below is a list of majors and programs offered through Saint Francis University Office of Continuing Education. Please check any programs in which you are interested.

- | | |
|--|---|
| <input type="checkbox"/> Professional Certificate | <input type="checkbox"/> Bachelor of Health Science in Medical Laboratory Science (degree completion) |
| <input type="checkbox"/> Associate of Applied Science in Engineering/Mechanical Technology | <input type="checkbox"/> Bachelor of Science in Business Administration/Accounting |
| <input type="checkbox"/> Associate of Applied Science in Health Professions Technology | <input type="checkbox"/> Bachelor of Science in Business Administration/Management |
| <input type="checkbox"/> Associate of Applied Science in Human Resource/Computer Technology | <input type="checkbox"/> Bachelor of Science in Computer Systems Management (degree completion) |
| <input type="checkbox"/> Associate of Science in Business Administration | <input type="checkbox"/> Bachelor of Science in Early Childhood Education (degree completion) |
| <input type="checkbox"/> Associate of Science in Religious Education | <input type="checkbox"/> Bachelor of Science in Organizational Leadership (degree completion) |
| <input type="checkbox"/> Bachelor of Health Science in Healthcare Management (degree completion) | <input type="checkbox"/> Liberal Arts and Sciences (undecided) |
| | <input type="checkbox"/> Other _____ |

18. Please list any educational or personal achievements of which you are proud. (Include any community/volunteer involvement, work experience or family activity.)

19. How did you first learn about Saint Francis University? Website Information Session Mailing Newspaper Television
 Radio Employer Current Student Alum Transfer Counselor/Professor/Advisor
 Other (specify) _____

20. Have you ever applied to Saint Francis University before? Yes No Dates: _____

Have you ever attended Saint Francis University before? Yes No Dates: _____

If yes, which division? Undergraduate ADCS/Continuing Education Graduate Program

21. Have you ever been convicted and/or have charges pending of any criminal offense other than a minor traffic violation? Yes No

If yes, you are required to file a Criminal Offense Explanation form with Adult Degree & Continuing Studies before an admissions decision will be rendered.

Emergency Contact Information: Emergency Contact Name _____

Relationship _____ Phone # _____

I certify that the information which I have given is true to the best of my knowledge. If I am accepted to Saint Francis University, I agree to comply with all regulations of the University and to read the catalog of Saint Francis University and agree to the terms therein. Information from this form may be used by officials of the University. Any misrepresentation on the part of the applicant is cause for non-acceptance, cancellation of acceptance or dismissal from school if subsequently discovered. All documents submitted in support of the application become the property of the University and are not returnable or transferrable.

The information below will be used to compile data to be released only for a statistical report required of educational institutions by federal agencies.

PREDOMINANT RACE (optional)

Check one:

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Non-Resident Alien | <input type="checkbox"/> Black or African American | <input type="checkbox"/> American Indian or Alaskan Native | <input type="checkbox"/> Asian |
| <input type="checkbox"/> Hispanic of Any Race | <input type="checkbox"/> White | <input type="checkbox"/> Native Hawaiian or Pacific Islander | <input type="checkbox"/> O t h e r (s p e c i f y) _____ |

Applicant's Signature

Date

STATEMENT OF NONDISCRIMINATION AND NO HARASSMENT POLICY

Saint Francis University, inspired by its Franciscan and Catholic identity, values equality of opportunity, human dignity, racial, cultural and ethnic diversity, both as an educational institution and as an employer. Accordingly, the University prohibits and does not engage in discrimination of harassment on the basis of gender, age, race, color ethnicity, religion, sexual orientation, marital status, disability, veteran status, or any protected classification. The University is committed to this policy based upon

its values and in compliance with federal and state laws. This policy applies to all programs and activities of the University, including, but not limited to, admission and employment practices, educational policies, scholarship and loan programs and athletic or other University sponsored programs

Effective: April 1, 2010