

**APPLICATION FOR ADMISSION AS AN INTERNATIONAL STUDENT
UNDERGRADUATE AND GRADUATE
UNIVERSITY OF WEST FLORIDA
Pensacola, Florida**

This application is not appropriate for United States permanent residents or former UWF students seeking readmission.

In order to apply for admission, you must provide the following documents before the admission application deadline. Read the enclosed International Student Information Brochure before completing the application.

1. APPLICATION FOR ADMISSION

- The Application for Admission must be completed and sent along with the U.S. \$30.00 application fee to the Cashier's Office by the deadline stated in the enclosed International Student brochure. Some graduate departments have different application deadlines (e.g., Computer Science and Psychology). Please contact the departments directly to determine these special dates.

University of West Florida
Cashier's Office
11000 University Parkway
Pensacola, Florida 32514-5750, U.S.A.

- Instructions for completing the application:
Item 2: Enter your official U.S. Social Security Number or any student number assigned to you by a college or university in the United States. If you do not have a Social Security Number or student number, we will assign you a student number.
Items 5 and 6: Select the degree level and program from the listing of programs enclosed in packet.

2. APPLICATION FEE

- A non-refundable processing fee of \$30.00 must accompany the application. This fee must be in the form of a check or money order in U.S. currency, drawn on a United States bank only, and payable to the University of West Florida. This fee cannot be waived or deferred. Applications not accompanied by the \$30.00 fee will not be processed.

3. OFFICIAL ACADEMIC RECORDS

- It is the responsibility of the applicant to have the official academic records and certified English translations, if documents are in a language other than English, sent to the Office of Admissions from every college and university attended. Transcripts of work completed at UWF will be obtained by the Office of Admissions. All transcripts and test scores become the sole property of the University.
- Academic records are considered official only when they are sent from a college or university directly to the Office of Admissions and contain an official seal and/or signature. Certified copies with original seal or signature are acceptable only if the institution will not send records directly to the University of West Florida.

4. TEST SCORES

- Official test results from the Graduate Record Examination (GRE) are required for all graduate applicants except for those students requesting admission to the College of Business. The GMAT cannot be substituted for the GRE.
- Official test results from the Graduate Management Admission Test (GMAT) are required for all graduate applicants to the College of Business. The GRE cannot be substituted for the GMAT.
- The GRE, GMAT, SAT, ACT, TOEFL scores are considered official only when they are sent directly to the Office of Admissions from the testing agency. Student copies are not considered official.

5. FINANCIAL GUARANTEE - form enclosed, must be accompanied by verification from bank or financial institution.

6. PHYSICIAN'S EVALUATION AND TUBERCULOSIS (TB) EVALUATION - form enclosed.

7. PROOF OF IMMUNITY - form enclosed.

8. DEPARTMENTAL REQUIREMENTS FOR GRADUATE APPLICANTS

- Some departments have additional requirements such as goal statements, portfolios, letters of recommendation, departmental applications, personal interviews, and diagnostic testing. Applicants are responsible for directly contacting the departments regarding any special requirements. Departments that require additional information will not consider an application for admission until all required information is received. These special items should be sent directly to the department.

The University of West Florida encourages admission applications from qualified students regardless of gender, culture, race, religion, ethnic background, marital status, or disability.

**INTERNATIONAL STUDENT
APPLICATION FOR ADMISSION
UNIVERSITY OF WEST FLORIDA**

**Graduate Students
Complete All Five Pages**

PLEASE PRINT CLEARLY

<p>1. Name (please print all names, no abbreviations)</p> <p>Family Name _____</p> <p>Given Name(s) _____</p> <p>If your academic records, test scores, or recommendations might arrive under any name(s) other than those listed, enter here:</p>	<p>2. U. S. Social Security Number</p> <p align="center">_____ - _____ - _____</p> <p>If you have an official U. S. Social Security Number, or an official student number, enter here. If not, leave blank.</p>
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3. Permanent address in your country: _____

Number and Street

Town or City	Province or State	Postal Code	Country
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E-mail Address: _____ Telephone Number _____

4. Present mailing address (if different from above): _____

Number and Street

Town or City	Province or State	Postal Code	Country
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Telephone Number _____

<p>5. This application is for enrollment as</p> <p>Undergraduate Student Graduate Student</p> <p><input type="checkbox"/> First time in college <input type="checkbox"/> Master's</p> <p><input type="checkbox"/> Undergraduate Transfer <input type="checkbox"/> Specialist</p> <p><input type="checkbox"/> Second Bachelor's Degree <input type="checkbox"/> Ed.D.</p>	<p>6. Proposed major or program (Refer to Degree Programs enclosed in packet)</p> <p>_____</p>	<p>7. How long do you plan to study at UWF?</p> <p>_____</p>
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<p>8. For which semester, in which year, do you seek admission?</p> <p align="center">Year</p> <p>August _____</p> <p>January _____</p> <p>May _____</p>	<p>9. Ethnic origin, check one</p> <p><input type="checkbox"/> White (not of Hispanic Origin)</p> <p><input type="checkbox"/> Black (not of Hispanic Origin)</p> <p><input type="checkbox"/> Asian or Pacific Islander</p> <p><input type="checkbox"/> American Indian or Native Alaskan</p> <p><input type="checkbox"/> Hispanic</p> <p><small>Each SUS institution is a recipient of federal dollars and is required by federal government to solicit certain demographic information to meet federal reporting requirements. Applicants are requested to provide this information voluntarily. This information will not be utilized in a discriminatory manner.</small></p>	<p>10. Have you previously submitted an application to UWF?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>If yes, indicate the Semester _____ and Year _____</p> <p>If yes, indicate the type of application:</p> <p><input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate</p> <p><input type="checkbox"/> Non-Degree</p> <p>Were you admitted? <input type="checkbox"/> Yes <input type="checkbox"/> No</p> <p>Did you enroll? <input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>11. If previously admitted to a graduate program and haven't graduated, do you wish to remain in the original program of study if admitted to new program of study?</p> <p><input type="checkbox"/> Yes <input type="checkbox"/> No</p>	<p>12. OPTIONAL</p> <p>If you wish to request special admission consideration based on a disability, check here. <input type="checkbox"/></p> <p>If so, please provide proper documentation.</p>
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<p>13. Gender</p> <p>Male <input type="checkbox"/></p> <p>Female <input type="checkbox"/></p>	<p>14. Date of Birth</p> <p>_____ / _____ / _____</p> <p>Month Day Year</p>	<p>15. Place of Birth</p> <p>City _____</p> <p>Country _____</p>	<p>16. Native Language</p> <p>_____</p>	<p>17. Country of Citizenship</p> <p>_____</p>	<p>18. Country of Legal Residence</p> <p>_____</p>
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<p>19. List below in chronological order every college or university, including UWF, you have attended. Indicate dates of attendance (including present enrollment) and degrees earned (or that you anticipate earning before attending this institution). Please do not abbreviate. <i>Attach additional sheet if necessary.</i></p>	Dates of Attendance				List of all Degrees with Dates		
	From		To		Earned or Expected		
	Month	Year	Month	Year	Degree	Month	Year
Name							
City	State						
Name							
City	State						
Name							
City	State						
Name							
City	State						

20. **EMPLOYMENT/ACTIVITY RECORD:** If the time since graduation from college (except summers) is not completely accounted for by your answers to question 19, indicate below how you have spent the last two years (employment, military service, etc.). *Attach additional sheet if necessary.*

Occupation	Address (City and State)	Dates			
		From		To	
		Month	Year	Month	Year

21. If you have taken any of the following tests, indicate below.

TOEFL (Test of English as a Foreign Language)	Date _____	Listening _____	Total _____
SAT (Scholastic Aptitude Test)	Date _____	Verbal _____	Mathematical _____
ACT (American College Testing Program)	Date _____	Composite Score _____	
GRE (Graduate Record Examination)	Date _____	Verbal _____	Quantitative _____ Analytical _____
GMAT (Graduate Management Admission Test)	Date _____	Verbal _____	Quantitative _____ Total _____
Other _____	Date _____		

Please note that these scores must be verified by submission of score reports from the testing agency.

22. For what Visa are you applying? F1, F2, J1, J2, None Other (Specify) _____

What Visa do you presently hold? F1, F2, J1, J2, B, None Other (Specify) _____ I-94 Expiration Date: _____

Are you transferring from a college, university, or secondary school within the United States? Yes No

(If yes, please provide name, address, and phone number of that school) _____

If permanent U.S. resident, give your alien registration number as shown on your immigration Form I-551 _____

You must provide a photocopy (front and back) of your Alien Registration Card, or your most recent U.S. Immigration documentation.

23. If you are already in the United States, please answer the following: A. Date of Entry: Month _____ Day _____ Year _____

B. Have you been admitted to another institution in the United States? Yes No

Have you received a I-20 or IAP-66 from that school? Yes No

Name of Institution: _____

Did you attend? Yes No

D. Will your family accompany you to the United States? Yes No

E. Please provide below biographical data on each person accompanying you to the U.S.

Name	Date of Birth	Place of Birth	Citizenship	Relationship to Applicant (husband, wife, son, daughter, etc.)

24. List below any close relatives or friends in your home country to be notified in case of emergency.

Name	Address	Telephone No.	Relationship

25. If your answer to any of the following is yes, you must submit a full statement of relevant facts on a separate sheet attached to this form. You may be required to furnish the University with copies of all official documentation explaining the final disposition of the proceedings.

a) Yes No Have you ever been charged with or subject to disciplinary action for scholastic or any other type of misconduct at any educational institution?

b) Yes No Have you ever been charged with a violation of the law which resulted in, or, if still pending, could result in, probation, community service, a jail sentence, the revocation or suspension of your driver license (including traffic violations which resulted in a fine of \$200 or more)?

If your records have been expunged pursuant to applicable law, you are not required to answer yes to these questions. If you are unsure whether you should answer yes to 25a or 25b, we strongly suggest that you answer yes and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of an offer of admission.

26. Provide a brief statement (on a separate sheet) regarding your selection of this University to pursue your educational objectives.

27. If there is additional information not covered by the items on this application that you feel should be considered in reviewing your application, please include such information on an attached sheet.

I understand that this application is for admission to the University of West Florida and is valid only for the semester indicated in item 8 page 2. I also understand and agree that I will be bound by the University's regulations concerning application deadline dates and admission requirements. I further agree to the release of any transcripts and test scores to this institution, including any SAT, Achievement Tests, ACT, TOEFL, GRE, and GMAT score reports that this institution may request from College Board, ACT or ETS.

I certify that the information given in this application is accurate and complete to the best of my knowledge. I understand that to make false or fraudulent statements within this application may result in disciplinary action, denial of admission, and invalidation of credits or degrees earned. If admitted to the University of West Florida, I hereby agree to abide by the policies, rules, and regulations of the University of West Florida and the Board of Governors. Should any of the information I have given change prior to my entry to the University, I shall immediately notify the Office of Admissions.

I understand that the \$30 application fee is non-refundable.

Applicant's Original Signature (in ink)

Date

-DO NOT DETACH-

<p>1. Name (please print out all names, no abbreviations)</p> <p>Family Name _____</p> <p>Given Name(s) _____</p> <p>If your academic records, test scores, or recommendations might arrive under any name(s) other than those listed, enter here:</p>	<p>2. Gender</p> <p>Male <input type="checkbox"/></p> <p>Female <input type="checkbox"/></p>	<p>3. U. S. Social Security Number</p> <p>_____ - _____ - _____</p> <p>If you have an official U. S. Social Security Number, or an official student number, enter here. If not, leave blank.</p>
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4. Present mailing address _____

Number and Street

Town or City Province or State Postal Code Country

E-mail Address: _____ Telephone Number _____

5. This application is for enrollment in: () Master's Program () Specialist Program () Ed.D. Program

<p>6. For which semester, in which year do you seek admission?</p> <p style="text-align: center;">Year</p> <p>August _____</p> <p>January _____</p> <p>May _____</p>	<p>7. Proposed major or program (Refer to Degree Programs enclosed in packet)</p> <p>_____</p>	<p>8. Area of Specialization in your desired program of study (Refer to Degree Programs enclosed in packet)</p> <p>_____</p>	<p>9. Country of Citizenship</p> <p>_____</p> <p>Country of Birth</p> <p>_____</p>	<p>10. OPTIONAL. If you wish to request special admission consideration based on a disability, check here <input type="checkbox"/>. If so, please provide proper documentation.</p>
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<p>11. List below in chronological order every college or university, including UWF, you have attended. Indicate dates of attendance (including present enrollment) and degrees earned (or that you anticipate earning before attending this institution). Please do not abbreviate. <i>Attach additional sheet if necessary.</i></p> <p>Bachelor's Degree Major _____</p> <p>Master's Degree Major _____</p>	Dates of Attendance				List of all Degrees with Dates		
	From		To		Earned or Expected		
	Month	Year	Month	Year	Degree	Month	Year
Name							
City	State						
Name							
City	State						
Name							
City	State						
Name							
City	State						

12. **EMPLOYMENT/ACTIVITY RECORD:** If the time since graduation from college (except summers) is not completely accounted for by your answers to question 11, indicate below how you have spent the last two years (employment, military service, etc.). *Attach additional sheet if necessary.*

Occupation	Address (City, State, and Country)	Dates			
		From		To	
		Month	Year	Month	Year

13. If you have taken any of the following tests, indicate below.

TOEFL (Test of English as a Foreign Language) Date _____ Listening _____ Total _____
 GRE (Graduate Record Examination) Date _____ Verbal _____ Quantitative _____ Analytical _____
 GMAT (Graduate Management Admission Test) Date _____ Verbal _____ Quantitative _____ Total _____
 Other _____ Date _____

Please note that these scores must be verified by submission of score reports from the testing agency.

14. College-level courses for which you are now enrolled and/or expect to complete before entering this University. *Attach additional sheet if necessary.*
 If none, check here .

Name of Institution	Course Title	Course Number	Date Course Will End	Credit Value (Specify Unit)

15. Are you certified to teach? Yes No If yes, specify years of experience _____ and present certificate type _____ State _____

16. Will you apply for a graduate scholarship or assistantship from your major department at UWF? Yes No

17. Provide a brief statement (on a separate sheet) regarding your selection of this University to pursue your educational objectives.

18. If there is additional information not covered by the items on this application that you feel should be considered in reviewing your application, please include such information on an attached sheet.

COLLEGE OF BUSINESS APPLICANTS ONLY:

Please answer the following essay questions on a separate sheet.

- Why are you seeking a graduate degree?
- Describe personal and professional achievements within the last five years which indicate your potential for a successful business career.
- What career are you considering?
- Provide any other relevant information to support your application.
- List the names, positions, addresses, and telephone numbers of the two people you have asked to submit recommendations in support of your application.

1. _____
 Name _____ Position _____

 Address _____ Telephone Number _____

2. _____
 Name _____ Position _____

 Address _____ Telephone Number _____

EDUCATIONAL BACKGROUND AND EMPLOYMENT RECORD

EDUCATIONAL BACKGROUND INSTRUCTIONS

(Please read before completing form)

- Column 1 On each line write the appropriate year for every school year you attended.
 Column 2 Write your age (e.g., if you were 6 years old when you attended school for the first time write 6 on the first line and continue by writing your correct age for each grade you attended).
 Column 3 These are the actual years you attended school. Your first year is number 1; your second year is number 2, etc. You must account for every year. If you were out of school for a length of time, that time must be noted. Allow one line for each year.
 Column 4 For each school year enter the standard grade, form, class, sixieme, cinquieme, sextra, or whatever may be the name of the class or level you attended that year.
- Column 5 Write the kind of school you attended such as Kindergarten, Elementary, Grundschule, Volksschule, Mittelschule, Gymnasium, Licium, Collegio, Ecole Supérieur, Trade School, High School, Grammar School, Teacher's College, University, etc. Use the terminology of the country.
 Column 6 Enter the name of each school attended.
 Column 7 Write the city, village, or town where each school you have attended is located. Show country if other than country of citizenship.
 Column 8 Write the language used in class by your teachers.
 Column 9 Write the name of any examination(s) you passed or certificate(s) you obtained at the end of that school year. For example, if you completed high school at the end of your twelfth year in school, on that line write the following: GCE, Reifezeugnis, Artium, Studentexamen, Bachillerato, Baccalaureate, etc.

1 CALENDAR YEAR	2 YOUR AGE	3 YEAR IN SCHOOL	4 GRADE STANDARD	5 KIND OF SCHOOL (ELEMENTARY, COLLEGE, ETC.)	6 FULL NAME OF SCHOOL	7 SCHOOL ADDRESS (CITY AND COUNTRY)	8 LANGUAGE OF INSTRUCTION	9 CERTIFICATES, DIPLOMAS, DEGREES, GRADUATIONS
		1						
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