GRADUATE PROGRAM ADMISSIONS REQUIREMENTS

Master of Computer Science
Graduate Certificate in Computer Information Systems
- Completed application with $25 non-refundable fee
- Official transcripts from each college attended (if currently enrolled, send preliminary transcripts now and final transcripts upon term completion)
- Three (3) letters of recommendation in sealed envelopes with recommender’s signature across the seal
- Official test scores from the Graduate Record Exam (GRE) or the Graduate Management Admission Test (GMAT) mailed from the testing company to the Graduate Admissions Office. Scores should be no more than five years old
- Additional requirements for international students (see below)

Master of Business Administration
- Completed application with $25 non-refundable fee
- Official transcripts from each college attended (if currently enrolled, send preliminary transcripts now and final transcripts upon term completion)
- Three (3) letters of recommendation in sealed envelopes with recommender’s signature across the seal
- Official test scores from the Graduate Record Exam (GRE) or the Graduate Management Admission Test (GMAT) mailed from the testing company to the Graduate Admissions Office. Scores should be no more than five years old
- Additional requirements for international students (see below)

Master of Education in Early Childhood
Master of Education in Middle Grades Language Arts
Master of Education in Middle Grades Mathematics
Master of Education in Special Education (Summer Admission Only)
- Completed application with $25 non-refundable fee
- Official transcripts from each college attended (if currently enrolled, send preliminary transcripts now and final transcripts upon term completion)
- Two (2) completed MED Administrative Recommendation Forms in sealed envelopes with recommender’s signature across the seal (available on web)
- Professional Profile (format outlined on web)
- Commitment Letter (form on web)
- Copy of Clear Renewable Teaching Certificate (T-4)
- Additional requirements for international students (see below)

Master of Art in English
- Completed application with $25 non-refundable fee
- Official transcripts from each college attended (if currently enrolled, send preliminary transcripts now and final transcripts upon term completion)
- Official test scores from the Graduate Record Exam (GRE) mailed from the testing company to the Graduate Admissions Office. Scores should be no more than five years old
- Three (3) letters of recommendation in sealed envelopes with recommender’s signature across the seal (preferably former professors
- State of Purpose
- Writing Sample (10-15 pages) that demonstrates ability
- Additional requirements for international students (see below)

Master of Science in Nursing (concentration in Family Nursing Practitioner, Nursing Education, Nursing Leadership, or Nursing Informatics)
Graduate Certificate in Nursing Informatics
- Completed application with $25 non-refundable fee
- Two (2) official copies of transcripts from each college attended (if currently enrolled, send preliminary transcripts now and final transcripts upon term completion) showing a baccalaureate degree in nursing (BSN) from a regionally accredited college or university with g.p.a. of 3.0
- Official test scores from the Graduate Record Exam (GRE) mailed from the testing company to the Graduate Admissions Office. Scores should be no more than five years old
- Three (3) letters of recommendation in sealed envelopes with recommender’s signature across the seal
- Copy of current, unencumbered RN license from the state where the clinical course requirements will be met
- Additional requirements for international students (see below)

Education Specialist in Early Childhood Education
Education Specialist in Middle Grades Education
- Completed application with $25 non-refundable fee
- Masters degree from an accredited university in the program area
- Official transcript showing Masters degree
- Eligible for an Induction Certificate
- Minimum of 3.0 GPA on the official final transcripts from all accredited institutions attended
- Two letters of recommendation (one from principal and one from school administrator)

All admitted students must present:
1. Lawsful Presence Documentation
   Students wishing to be considered for in-state tuition must provide the university with sufficient evidence that they are lawfully present in the United States and have maintained domicile in the state of Georgia for the 12 months preceding enrollment at Southwestern. One of the documents must be on file in order to receive this benefit: A FAFSA submitted to Southwestern verifying eligibility; a certified US birth certificate (a photocopy is not acceptable); a US Certificate of Naturalization; a US Certificate of Citizenship; a US Certificate of Birth Abroad; A current US Passport; A current Georgia Drivers License issued after January 1, 2008; a current military ID (service member only) or a current, valid Permanent Resident Card.

2. All admitted students must complete the GSW Immunization Form prior to registration for classes.

Additional information for International Applicants
In addition to the requirements outlined above, International Students should provide the following documents:
- TOEFL or IELTS scores
- Josef-Silny course-by-course evaluation of all higher education course work from an International school

Once admitted, the student should provide the following documents for an I-20 to be issued:
- Foreign Student Financial Statement
- Affidavit/Letter of Financial Support by sponsor/parents
- Proof of Insurance/Purchase International Insurance

Georgia Southwestern State University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097; Telephone number 404-679-4501) to award associate, baccalaureate, master’s and specialist degrees.
APPLICATION for GRADUATE ADMISSION
Office of Graduate Admissions
Georgia Southwestern State University
800 Georgia Southwestern State University Drive    Americus, Ga 31709    graduateadmissions@gsw.edu    www.gsw.edu

I. PERSONAL INFORMATION

Social Security Number □□□□□□□□□□ Date of Birth □□□□□□□□□□

Georgia Southwestern is allowed by law to request and use the Social Security Number according to federal and state guidelines. While you are not required to provide your Social Security Number, you are encouraged to do so. Your SSN is required for financial aid, educational tax benefits, and possible other purposes. This information may be disclosed only under certain circumstances.

Full Legal Name ______________________________________  Name on Transcript _________________________
LAST                                    FIRST                                 MIDDLE                  (If different from legal name)

Mailing Address ___________________________________________________ Home Phone (____)_____________
STREET OR P.O. BOX
__________________________________________________________________Cell Phone (____)_______________
CITY          STATE               COUNTY   ZIP CODE

Permanent Address (if same as above, please check)          _____________________________________
Home Phone (____)______________________________________________Work Phone (____)
STREET
__________________________________________________________________
CITY
STATE               COUNTY   ZIP CODE

Email Address (please print clearly)______________________________________________________________

Emergency Contact:  Name_________________________________________ parent     guardian
Address_________________________City_____________State____Zip______
Home Phone (____) Work Phone (____)__________________________________spouse     other

GSW is required to report gender and race/ethnicity information to certain federal and state agencies as this data relates to civil rights compliance

Are you Hispanic? □ Yes □ No  Gender: □ Male    □ Female

What is your race? (choose one or more) □ American Indian □ Alaska Native □ Asian □ Black or African American
□ Native Hawaiian or other Pacific Islander □ White

Have you ever been convicted or have charges pending of any criminal offense other than a minor traffic violation? □ Yes □ No
If yes, attach a detailed explanation.

Have you ever been disciplined, suspended, or expelled or do you have pending charges from another college or university? □ Yes □ No
If yes, attach a detailed explanation.

Official transcripts from EACH previous college attended must be mailed directly to the Admissions Office from the sending institution.

Are any of your family members alumni of GSW? □ Yes □ No
If yes, name(s) and relationship: ________________________________________________________________

Father’s highest education completed:______________ Mother’s highest education completed:______________
II. ENROLLMENT INFORMATION

Applying for Program:

- [ ] Master of Business Administration
- [ ] Master of Computer Science
- [ ] Master of Education in Early Childhood
- [ ] Master of Art in English
- [ ] Master of Education in Middle Grades Language Arts
- [ ] Master of Science in Nursing
- [ ] Master of Education in Special Education
- [ ] Education Specialist in Early Childhood
- [ ] Master of Middle Grades Mathematics
- [ ] Education Specialist in Middle Grades
- [ ] Graduate Certificate in Computer Information Systems

Term you plan to attend: [ ] Fall  [ ] Spring  [ ] Summer  Year______
I plan on attending: [ ] Full-time  [ ] Part-time

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<tr>
<th>Name</th>
<th>City/State</th>
<th>Yrs. Attended from</th>
<th>Graduation month/year</th>
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Please attach other colleges attended to this application if more room is needed. **Are you currently enrolled at your last college?________
Otherwise, the application will be considered incomplete. Failure to list all school information will impact acceptance.

Have you taken the GRE? [ ] Yes  [ ] No  Date Taken_____  Verbal Reasoning Score_____  Quantitative Score_____  Analytic Writing Score_____

Have you taken the GMAT? [ ] Yes  [ ] No  Date Taken_____  Total Score_____  Quantitative Score_____  Integrated Reasoning Score_____  Analytical Writing Assessment Score_____

Have you applied to this institution before? [ ] Yes  [ ] No  If yes, ______ / _______

Have you ever attended this institution before? [ ] Yes  [ ] No  If yes, ______ / _______

How did you first learn about Georgia Southwestern? ____________________________________________________

III. TUITION CLASSIFICATION INFORMATION

Citizenship Status:  [ ] U.S. Citizen by Birth  [ ] U.S. Citizen by Naturalization
[ ] Alien, Non-Resident  [ ] Permanent Resident*

(*Please attach copy of both sides of Alien Registration Receipt Card I-15)

Country of Citizenship (if not U.S.A.) ____________________________ Place of Birth_________________________

Are you applying for In-State Tuition? [ ] Yes  [ ] No

How long have you established and maintained domicile in Georgia?______ yrs _______ mos

How long have you lived in the USA?______ yrs _______ mos  If GA resident, county of residence:____________________

Will you need an I-20 Certificate of Eligibility? [ ] Yes  [ ] No

Have you established and maintained legal residence in Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term in which you plan to enroll? [ ] Yes  [ ] No

If you are under the age of 24, has a parent(s) or US court-appointed legal guardian established and maintained legal residence and domicile in Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term in which you plan to enroll? [ ] Yes  [ ] No
If you answered "yes" to either of the preceding, all of the following must be answered:

What is your Georgia county of residence? ____________________________________________

Have you ever lived outside of the state of Georgia?  Yes  No

If you have ever lived outside of the state of Georgia and now live in Georgia, how long have you continuously lived in the state of Georgia at this time? ________ years _________ months

Have you graduated or will you graduate from a Georgia high school? Yes No

Did you (or your parents if you are claimed as a dependant) file a state income tax return this past year? Yes No

If yes, in which state did you file? ________________________________________________

From what state is your driver's license issued? ________________________________

From what state is your motor vehicle registration issued? _________________________

From what state is your voter registration issued? _____________________________

IV. MILITARY INFORMATION

Home of Record: _________________________________________________________________

Are you currently active duty, a veteran, a member of the National Guard, or a Reservist in the U.S. Armed Forces? Yes No

If yes, answer the following questions:

Are you active duty, a veteran, a member of the National Guard, or a Reservist? ____________________________

If you are currently active duty, National Guard, or Reservist, which branch of the military do/did you serve? ______________

What is your home state of record? __________________ Are you stationed or assigned to Georgia? ______________

Are you the spouse or dependent child under the age of 24 of someone who is currently active duty, a veteran, a member of the National Guard, or a Reservist in the U.S. Armed Forces? Yes No

If yes, answer the following questions:

Is the military member active duty, a veteran, a member of the National Guard, or a Reservist? ____________________________

What is the military member’s branch? ____________________________

What is the military member’s home state of record? ____________________________

Is the military member stationed or assigned to Georgia? ____________________________

I understand that any material false statement made knowingly and willfully by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than $1,000 or by imprisonment for not less than one nor more than five years, or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution. Further, I certify that, to the best of my knowledge, the information submitted on this application is true and complete.

DATE_____________________ SIGNATURE OF APPLICANT______________________________

Send this application with a $25.00 processing fee to:
Georgia Southwestern State University • 800 Georgia Southwestern State University Drive
Americus, GA 31709 • 1-800-338-0082 •www.gsw.edu

Georgia Southwestern State University, a senior unit of the University System of Georgia, is an equal opportunity, affirmative action, educational institution and as such does not discriminate in any matter concerning students, employees, or services to its community on the basis of race, color, religion, sex, veteran status, disability, age, or national origin.