

WILLIAM
PATERSON
UNIVERSITY

Graduate Admission Application

Office of Graduate Admissions and
Enrollment Services

William Paterson University
Wayne, New Jersey
www.wpunj.edu

WILLIAM PATERSON UNIVERSITY

Office of Graduate Admissions and Enrollment Services

300 Pompton Road, Raubinger Hall 139

Wayne, New Jersey 07470-2103

973.720.2237 Fax: 973.720.2035

WWW.WPUNJ.EDU • 1.877.WPU.EXCEL

APPLICATION INFORMATION AND INSTRUCTIONS

DEADLINES: Some of our graduate programs admit students on a rolling basis. For others, refer to the specific program information for application deadlines.

FEE: A \$50 non-refundable application fee is required. Applications received without the proper fee will not be processed.

TRANSCRIPTS: Official transcripts are required from all colleges/universities attended. Please request that the registrar of each institution attended (excluding William Paterson University, which will be requested on your behalf) mail official transcripts to: William Paterson University, Office of Graduate Admissions and Enrollment Services, Raubinger Hall 139, 300 Pompton Road, Wayne, New Jersey 07470-2103. Please note that transcripts will not be returned to the student.

Students applying during their last term of a degree program should submit a current official transcript, including academic work in progress. An official transcript reflecting degree conferral should be submitted upon graduation.

GRADUATE ASSISTANTSHIP: This is a scholarship program that provides financial assistance to full-time, matriculated students in the form of tuition waiver and stipend. As graduate assistants, students are provided the opportunity to work with faculty and staff in a variety of academic and research settings on campus, complementing their studies and degree programs. Please refer to the graduate assistantship application and instructions for complete information.

HOUSING: On-campus housing for unmarried graduate students is available in White Hall. For an application, please call Residence Life at 973.720.2714. Married student (family) housing is not available on campus.

NONDEGREE: Students taking courses NOT leading to a degree should apply as nondegree. Proof of a bachelor's degree should be submitted along with the application. All courses carry full credit; however, if at any time a nondegree student wishes to apply for admission to a degree program at the University, a formal application must be made **prior to** the completion of nine (9) graduate credits. Admission as nondegree does not guarantee eligibility or acceptance for matriculation in any degree program, certification, or endorsement program.

Note: The programs in art, music, counseling, and communication disorders accept students as nondegree by permission only. Contact the specific graduate program director for further information and eligibility.

VISITING STUDENTS: Students who wish to enroll in course(s) at William Paterson University and intend thereafter to return to the graduate school in which they are matriculated may be admitted as visiting graduate students. Visiting students are permitted to register only for those courses and for the semester for which approval was granted by their home institutions.

POST-MASTER'S: Students who have earned a master's degree may be admitted as a post-master's student. Post-master's students may take up to 30 graduate credits.

PROGRAM ADMISSION DECISIONS: Admission decisions are based on an overall review of the student's academic record, required documents, and credentials. Please refer to the program page for minimum admission standards in specific programs. Final decisions are made by each academic department. **Only written notification from the dean of the College constitutes official approval of admission into the University.**

INTERNATIONAL STUDENTS: Please refer to the International Student Application packet for complete instructions.

REGISTRATION: Master's degree, certification, and endorsement students may register via the Web only after a letter of acceptance from the dean of the appropriate College is received. Other students may register during an open registration period approximately twenty-four hours after required documents are received by the Office of Graduate Admissions and Enrollment Services.

Applications may be submitted in person, via the Web, or by mail to the Office of Graduate Admissions and Enrollment Services, Raubinger Hall 139, 300 Pompton Road, Wayne, New Jersey 07470-2103.

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Enclose a \$50.00 non-refundable application fee (check or money order only)

Please review admission policies as outlined in the graduate catalog.

Date of Birth: _____ (Month/Day/Year)

_____ **Social Security Number** (International students without a social security number should omit this item.)

Date of Birth: _____ (Month/Day/Year)

_____ **Banner ID Number** (if previously issued by William Paterson University)

Last Name

First Name

Middle Initial

Maiden Name

Street Address

City

State

Zip/Postal Code

County (U.S.)

Home Telephone Number

Business Telephone Number

Sex: Female Male

E-mail Address

Current Employer: _____ Position or Title: _____

Are you filing or applying for tuition remission from your employer? Yes No Tuition remission not available

Ethnicity: (Optional) American Indian/Alaskan Asian/Pacific Islander Black/African American
 Hispanic Other White

Marital Status: Single Married Are you a veteran?: Yes No

Are you a citizen of the U.S.? Yes No

If no, what is your country of citizenship? _____ Nation of Birth: _____

Are you:

- Permanent resident of the U.S. (attach copy of resident alien card)
- If currently in U.S. on student visa (attach copy of current I-20/DS2019, I-94, and Visa)
- If currently outside the U.S. (you will need an I-20 or an DS2019)
- Other (specify and attach copy of visa, passport, and I-94)

Are you applying for readmission to a program to which you were previously admitted? Yes No

List in chronological order all undergraduate and graduate institutions attended:

Name of College or University	City, State, and Country	Dates Attended	Degree/Program
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NOTE: Official transcripts from all colleges/universities attended, other than William Paterson, must be forwarded to the Office of Graduate Admissions and Enrollment Services (in sealed envelopes).

A New Jersey teaching certificate is required for most M.Ed. and endorsement programs.

Do you have a teaching certificate? Yes No **If yes, please attach a copy.**

A registered nurse license in New Jersey is required for the M.S.N. in Nursing.

Do you have a registered nurse license in New Jersey? Yes No **If yes, please attach a copy.**

An audition tape is required for admission into the master's program in music. Have you submitted one? Yes No

If yes, to whom? _____.

A portfolio is required for admission into the master's program in art. Have you submitted one? Yes No

If yes, to whom? _____.

Certain graduate programs require an essay, writing sample, or a statement of goals.

Have you submitted one? Yes No **If yes, to whom?**_____.

There are a number of ways you may have been introduced to William Paterson University. From the list below please tell us which item most influenced your decision to apply (choose one).

- | | |
|--|---|
| <input type="checkbox"/> William Paterson University Web site | <input type="checkbox"/> Personal interview with admission staff |
| <input type="checkbox"/> Open House | <input type="checkbox"/> Personal contact with a faculty member |
| <input type="checkbox"/> Recommendation from friend/relative | <input type="checkbox"/> Campus visit and information session |
| <input type="checkbox"/> Printed material (ads, brochures, etc.) | <input type="checkbox"/> Attended William Paterson University as an undergraduate |

For each of the following factors please tell us how important it is in your selection of a graduate program.

	Very Important	Important	Not Important
Overall academic reputation of William Paterson University	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic reputation of my graduate program	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Location of campus	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Cost of tuition	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Class size	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Academic facilities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

If I attend William Paterson University, I grant the University permission to copyright and reproduce photographs taken of me in print or other media, including electronic, for advertising, promotion, illustration, or information. I waive any rights to approve any use of these photographs, and I release William Paterson University and the photographer from any claims arising in connection with their use.

I understand that this application is subject to the policies outlined in the William Paterson University graduate catalog. I also state that the answers I have given to the questions in this application are complete and true. Should any of this information be fraudulent, it may be cause for academic dismissal and/or will void this application.

Applicant's signature _____ Date _____

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DEGREE PROGRAM CHECKLIST

Please check the program for which you are applying. All programs require two letters of recommendation (unless otherwise noted) and official transcripts from all colleges/universities attended.

Applying for: Full-time (9 credits or more) Part-time (fewer than 9 credits)
Enrolling for which term: Fall Spring **Year:** _____

College of the Arts and Communication

Requirements: portfolio, statement of purpose

Art (M.F.A.)

Required standardized testing: GRE 1,000 combined score or MAT 410 • Other requirements: essay

Media Studies (M.A.)

Required standardized testing: GRE (450 verbal) for music management concentration only • Other requirements: audition

- Music (M.M.) – Concentration in Education
- Music (M.M.) – Concentration in Jazz Studies, Arranging
- Music (M.M.) – Concentration in Jazz Studies, Performance
- Music (M.M.) – Concentration in Music Management

Christos M. Cotsakos College of Business

Required standardized testing: GMAT 500; or GMAT 450 + GPA x 200 = 1,000 • Other requirements: essay

Business Administration (M.B.A.)

College of Education

Required standardized testing GRE (450 verbal) or MAT (388) • Other requirements: essay, teaching certificate or experience, optional interview

- Education (M.Ed.) – Concentration in Bilingual/ESL
- Education (M.Ed.) – Concentration in Early Childhood
- Education (M.Ed.) – Concentration in Language Arts
- Education (M.Ed.) – Concentration in Learning Technologies
- Education (M.Ed.) – Concentration in School Library Media
- Education (M.Ed.) – Concentration in Social Studies
- Education (M.Ed.) – Concentration in Teaching Children Mathematics

Required standardized testing: GRE (450 verbal) or MAT (388) • Other requirements: essay, interview

- Elementary Education (M.A.T.) – K-5
- Elementary Education (M.A.T.) – K-5 with specialization in 5-8

Required standardized testing: GRE (450 verbal) or MAT (400) • Other requirements: essay, interview, teaching certificate (standard or CEAS)

Reading (M.Ed.)

Required standardized testing: GRE (850 total, 450 verbal) or MAT (400) • Other requirements: essay

Counseling Services (M.Ed.)

Required standardized testing: GRE (850 total, 450 verbal) or MAT (400) • Other requirements: teacher of the handicapped certificate or teacher of students with disabilities standard endorsement

Special Education – Developmental Disabilities (M.Ed.)

Required standardized testing: GRE (850 total, 450 verbal) or MAT (400) • Other requirements: teaching certificate (standard, provisional, or CEAS), philosophy of education statement

Special Education – Learning Disabilities (M.Ed.)

Required standardized testing: GRE (475 verbal, 525 quantitative; or total score 1,000 with 4.5 written essay) or MAT (400) • Other requirements: portfolio (including essay); interview; teaching certificates (standard, educational services, or administrator)

Educational Leadership (M.Ed.)

College of Humanities and Social Sciences

Required standardized testing: GRE (450 verbal) or MAT (405) • Other requirements: statement of purpose

English (M.A.) – Literature

English (M.A.) – Writing

Required standardized testing: GRE (500 verbal, 5.0 analytic) • Other requirements: personal statement, three letters of recommendation

Clinical and Counseling Psychology (M.A.)

Required standardized testing: GRE (475 verbal) • Other requirements: graded research paper

History (M.A.)

Required standardized testing: GRE (450 verbal) or MAT (388-393) • Other requirements: essay

Sociology (M.A.) – Diversity Studies

Sociology (M.A.) – Crime and Justice Studies

Required standardized testing: GRE (475 verbal) or MAT (400) • Other requirements: writing sample

Public Policy and International Affairs (M.A.)

College of Science and Health

Required standardized testing: GRE

- Biology (M.S.)
- Biotechnology (M.S.)

Required standardized testing: GRE (450 verbal) or MAT (400)

- Communication Disorders (M.S.)

Required standardized testing: GRE or MAT • Other requirements: essay, RN License

- Nursing (M.S.N.) – Advanced Practice Track
- Nursing (M.S.N.) – Education Track
- Nursing (M.S.N.) – Administration Track

Requirements: RN License, official master's transcript

- Adult Nurse Practitioner Certificate (Post-Master's)

Requirements: RN License, official bachelor's transcript

- School Nurse Certification

INITIAL CERTIFICATION PROGRAMS

Requirements: official bachelor's transcript • Note: letters of recommendation not required for certifications.

- Elementary Education Certification (K-5)
- Elementary Education Certification (K-5 with 5-8 Subject Specialization)
 - Art
 - English
 - Mathematics
 - Science
 - Social Studies
 - World Languages
- Elementary Education Certification (K-5) with Teacher of Students with Disabilities Endorsement (K-12) Dual Licensure Note additional requirements: Praxis I (Writing Exam) and Praxis II (Elementary Education Content Knowledge); one letter of recommendation from an educator
- Subject Field Certification (K-12) Note additional requirements: Praxis II (content knowledge); essay (please check one subject from list below)
 - Art
 - Biological Science
 - Physical Science
 - Chemistry
 - English
 - Mathematics
 - Music
 - Social Studies
 - Spanish

Requirements: verification of employment, official bachelor's transcript

- P-3/Early Childhood Certification

ADDITIONAL CERTIFICATION PROGRAMS

(Endorsements)

Requirements: official bachelor's transcript, standard instructional or certificate

- Associate School Library Media

Requirements: official bachelor's transcript, teaching certificate (standard or CEAS)

- Bilingual Education

Requirements: official bachelor's transcript, standard instructional or provisional certificate

- School Library Media

Requirements: official bachelor's transcript, teaching certificate (standard or CEAS)

- ESL (English as a Second Language)

Requirements: official master's transcript, teaching certificate (standard or CEAS)

- Learning Disabilities Teacher Consultant

Requirements: official bachelor's transcript, teaching certificate (standard or CEAS)

- Mathematics (MAEN)

Requirements: official bachelor's transcript, teaching certificate (standard, provisional, or CEAS), Praxis I, one letter of recommendation from an educator

- Teacher of Students with Disabilities (K-12)
- Teacher of Students with Disabilities (alternate route) (CEAS-TSD)

Requirements: official master's transcript, standard teaching certificate

- Reading Specialist

Requirements: official master's transcript, standard teaching or educational services certificate, letter from administrator

- Supervisor

Required standardized testing: GRE (475 verbal and 525 quantitative, or total score 1,000 and 4.5 written essay) or MAT (400) • Other requirements: portfolio (including essay), interview, teaching certificate/s (standard, educational services or administrator), official master's transcript, two letters of recommendation

- Principal Licensure – 30-credit Program (master's degree required)
- Principal Licensure – Alternate 21-credit Program (master's degree and five or more years of full-time supervisory experience)

ENROLLMENT (without degree or program status)

Enrolling for: Fall Spring Summer I Summer II Year: _____

Requirements: unofficial transcript or copy of diploma

- Nondegree (nonmatriculated status; restricted to 9 graduate credits and unlimited undergraduate credits). What type of courses (education, business, etc.)? _____

Requirements: permission letter from the dean of home institution

- Visiting Student (student has matriculated status at another institution; credits for courses taken at William Paterson University may be transferred to the home institution)

Requirements: official master's transcript

- Post-master's (student holds a master's degree restricted to 30 credits without enrolling in a degree, certification, or endorsement program)

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AN INTRODUCTION TO THE GRADUATE PROGRAM

The William Paterson University of New Jersey offers nineteen degree programs and a wide range of certification and endorsement programs that promote academic excellence on a higher level. Graduate studies at William Paterson's five colleges—Arts and Communication, Christos M. Cotsakos College of Business, Education, Humanities and Social Sciences, and Science and Health—provide individuals seeking intellectual changes with the opportunity to gain the skills and knowledge to advance in their professional and academic careers.

Conveniently located in Wayne, New Jersey, William Paterson's 370-acre campus features the latest learning facilities—such as the University's building at 1600 Valley Road, which offers state-of-the-art technological capabilities, including the E*TRADE Financial Learning Center, an advanced, simulated trading room and instructional facility; and specialized classrooms for the College of Education, including a new laboratory for training teachers. In addition, the campus has two broadcast-quality television studios, a multipurpose computer lab, a film studio, an FCC-licensed FM radio station, an uplink and four downlink satellite dishes, and a new media center. The 350,000-volume David and Lorraine Cheng Library includes more than 1,950 periodical titles as well as access to several thousand additional periodical titles, a growing collection of Web-accessible journals and books, and more than 80 electronic databases.

Even more impressive than the technological resources on campus is William Paterson's greatest asset—our faculty. Full-time faculty are accomplished, award-winning teacher-scholars who bring a wealth of intellectual and professional experience to the graduate teaching—more than eighty-eight percent of full-time faculty hold the highest degree in their field and more than thirty are Fulbright scholars, the United States government's flagship international exchange program for scholars.

At William Paterson, we work to make graduate study possible for students with work and family responsibilities. Most graduate classes are held in the evenings or on weekends. The University has a child development center that provides affordable and balanced preschool program for children and grandchildren of William Paterson students, staff, faculty, and alumni. For those looking to change careers or expand their employment opportunities, advice and assistance are available through the Office of Career Development. On-campus housing—including suite-style, single, and double accommodations, or apartment-style living—is available for unmarried, single students. Financial aid is available, including a limited number of graduate assistantships, to qualified students.

Whether your interest lies in health or sciences, business, the arts, the humanities, or teaching, William Paterson University's graduate programs can open up new paths to success.