MATERIALS REQUIRED TO COMPLETE APPLICATION:

- **APPLICATION FORM:** Complete the Application for Admission. Type or print in black or blue ink. Fax copies are not acceptable.

- **APPLICATION FEE:** An application fee of $22 (resident) or $32 (non-resident) must accompany each application for admission. The application fee cannot be waived or deferred and is not refundable.

- **STATEMENT OF PURPOSE:** Use enclosed form or include on a separate sheet and attach to the application.

- **TRANSCRIPTS:** You must provide two official transcripts from each college or university attended. Graduates of West Virginia State University must provide official WVSU transcripts. Transcripts may be sent in a sealed envelope or may be sent directly from the institution.

- **LETTERS OF RECOMMENDATION:** The forms can be sent to the applicant in a sealed envelope with the signature of the writer across the seal so that it can be submitted with the application <u>or</u> the form may be sent directly to the Media Studies Graduate Program. Recommendations are available in the Media Studies/Communications office or on-line.

- **GRE SCORES:** Applicants must take the Graduate Record Examination and have their scores sent to the Media Studies Graduate Program at West Virginia State University.

STUDENT CATEGORY

- **Post-Baccalaureate Graduate**: Students who have a Bachelor's degree from a regionally accredited college or university and are not currently enrolled in a specific graduate program.
- **Transient Graduate**: Students who have a Bachelor's degree from a regionally accredited college or university (including West Virginia State University and **are currently** enrolled in a specific graduate program (i.e. Marshall University's Humanities M.A.).
- **Non-Degree students**: Students interested in taking specific classes but not enrolling in the degree program must still complete an application **but need not** submit GRE scores or letters of recommendation. Completed graduate and undergraduate transcripts must be on file and are necessary prior to enrollment. Permission to take courses without enrolling in the degree program may be granted by the Media Studies Program Coordinator. Non-degree students may not enroll in more than 12 hours of graduate credit without applying for program admission.

Application For Admission MEDIA STUDIES Graduate Program West Virginia State University (1/1/10)

Return to: Media Studies Graduate Program, West Virginia State University
402 Davis Fine Arts, P.O. Box 1000, Institute, WV 25112
Phone: (800) 987-2112 or (304) 766-3195

PERSONAL DATA

Date of application:_____Social Security Number:_____

Last Name:_____First Name: _____MI: _____

Preferred First Name: _____Date of Birth:_____

Current Address: Street or P.O. Box:_____

City_____State_____ZIP _____County _____

Home Phone Number:_____Business/Other Phone Number:_____

Email:_____

Permanent Address (if different):_____

_____

Have you ever been enrolled in school under any other name(s)? Yes_____No_____

If so, please provide full name(s):_____

Name of parent, guardian or spouse: (May be used in case of emergency--optional).

(Last, First, Middle):_____Relationship:_____

Street or P.O. Box:_____

City_____State_____ZIP _____County _____Country_____

Home Phone Number:_____Business/Other Phone Number:_____

Email:_____

Are you a U.S. Citizen? Yes _____No _____If not, please indicate immigration status:_____

_____VISA:_____

(Include a copy of both sides of your I-551 card)

Additional Personal Data (Disclosure of additional personal data is optional and will in no way affect a decision concerning your application.)

Date of Birth:_____/_____/_____Birthplace (State):_____Gender: Male_____Female_____

Have you ever served in the U.S. Armed Forces? Yes_____No_____

Will you be applying for veteran's benefits? Yes_____No _____

Ethnicity (Optional):
Please check one of the following that best describes your ethnicity:

_____Hispanic or Latino
_____Native American Indian or Alaska
_____Native Hawaiian or Other Pacific Islander
_____Black or African American
_____Asian
_____White
_____Race/Ethnicity Unknown

_____Non-Resident Alien
_____Resident Alien

Enrollment Data

Year you plan to enroll:_____Term/Semester you plan to enroll: _____

State of Residency: _____If resident of WV, how long have you (and/or your parent or guardian) lived in WV? Years_____Months _____

Student Category:

1._____Post-Baccalaureate Graduate 2._____Transient Graduate 3._____Non-Degree Graduate Student

Academic History

College(s) Attended (Undergraduate):

Name of College/University	City	State	Date of Graduation	Degree	Major

_ I plan to take _ took the GRE in ___/_____

and my scores are V _____Q _____ Writ. Assessment _____

Have you been suspended or expelled for academic or disciplinary reasons? Yes_____No_____

If you have, are you currently eligible to return to that institution? Yes_____No_____

List the three (3) people you've asked to write letters of recommendation. They should be familiar with your educational and/or professional work and be able to evaluate your potential success as a graduate student.

Name	**Position**	**Address**

Application checklist:

- ❑ I am enclosing/have requested official transcripts from the institutions where my degrees were earned
- ❑ I am enclosing/ have requested official transcripts for any transfer work I would like used toward my graduate degree.
- ❑ I have requested an official score report for the GRE general test and TOEFL, if applicable
- ❑ I am enclosing/ have requested three (3) letters of recommendations.
- ❑ I have enclosed the $22 (resident of WV) or $32 (non-resident) graduate application fee.

I certify that all statements in this application are complete and true and I give the aforementioned institutions permission to use this information for statistical and reporting purposes. I further understand that any willful misrepresentation of information given in this application may be grounds for denial of my admission or dismissal.

Signature:_____Date:_____

Note: W est Virginia State University adheres to the principles of equal opportunity without regard to race, color, gender, age, creed, national origin or disability. This policy extends to all programs and activities supported by the University.

WEST VIRGINIA STATE UNIVERSITY
MEDIA STUDIES GRADUATE PROGRAM
RECOMMENDATION FORM

Send this form directly to the student in a sealed envelope with your signature across the seal so that the student can return it with the completed application **OR** send it directly to:

Media Studies Graduate Program
402 Davis Fine Arts
West Virginia State University
PO Box 1000
Institute, WV 25112

1. Name of Applicant _____

2. Social Security Number_____

To the Applicant:

The Family Privacy Act allows applicants to inspect and review all materials in their files, except for letters of recommendation written prior to 1 January 1975.

Upon its completion and submission, college faculty will utilize this document to evaluate your qualifications to be admitted into the graduate program in Media Studies. It may also be used to assist in the selection of graduate assistants. Before submitting this form to the person who will be writing your recommendations, please check one of the following statements relative to the confidentiality of your files.

_____I DO wish to waive my right to see this document.

_____I DO NOT wish to waive my right to see this document.

_____

Signature of Applicant Date

TO THE PERSON MAKING THIS RECOMMENDATION:

The above named applicant for admission to the Media Studies Graduate Program has given your name as a reference. The Graduate Program would appreciate your cooperation in providing the following information regarding the applicant's qualifications. References should be acquainted with applicant's academic ability.

I have known the applicant for: _____Semesters _____Years

During this time,
the applicant was a/an: _____undergraduate student _____advisee

_____departmental assistant _____other

Check each line at the appropriate point on the scale to show the applicant's ratings on the characteristics concerned. Use your own student body and recent graduates as a reference group. If the applicant is an employee, use other employees with similar backgrounds as a reference group.

CHARACTERISTICS	HIGH	AVERAGE	LOW	CANNOT JUDGE
General Intelligence				
Knowledge of Field				
Maturity				
Dependability				
Work Ethic				
Research Potential				
Teaching Potential				

My recommendation for this applicant is:

_ Very strong _ Strong _ Average _ Below Average _ Recommend with reservations

(Please explain below)
Please use this space (or a separate sheet on your letterhead) to make comments concerning this applicant's strengths and weaknesses. Comments should pertain to the applicant's ability to undertake graduate studies. Be as specific as possible.

Name (Please type or print)_____Title_____

Institution_____

Address_____
Street City State Zip

Signature_____Date_____

Statement of Purpose

Your statement should include your purpose in pursuing graduate study, any research you wish to pursue, and your future career goals. (Please provide on the lines below or on a separate sheet of paper).

Phone: Add 304 area code and 766 prefix (to phone numbers below)

Mailing Address: (Office Name)
Location
P.O. Box 1000
Institute, WV 25112-1000

Phone Numbers And Location

Phone	Location	
3221	A106	Admissions
3322		Alumni Affairs
3165	F210	Athletics
3102	H101	Biology
3102	H101	Bio-Technology
3352		Bookstore
3250	W216	Career Services
3141	A117C	Cashier
3168	S 1st Fl	Collegiate Support Services
3195	D402	Communications
3168	S115	Counseling Center
3386	A112	Graphic Communications
3323	P138G	Health Center

Phone	Location	
4291	S801	Land-Grant Programs
3116		Library
3195	D402	Media Studies
3111	A103	President's Office
3353	W112	Public Safety
3144	A128	Registration Office
3037	P130G	Residence Life & Services
3353	W110	Security - 911
4122	F212	Sports Information
3288		Student Activities Office
3140	S333	Student Affairs
3131	A324	Student Financial Assistance
3378		Student Union Information
0	A108	Switchboard

Security information incorporated in the same places as the EEO statement:

West Virginia State University in adhering to its commitment to maintain a safe and tranquil environment and assist the members of the College Community to provide for their own safety, well-being and security, conducts a variety of seminars, publishes and disseminates information reference to law enforcement authority, practices and procedures; crime prevention and reporting practices; self safety techniques; sexual assault and abuse prevention… etc. WVSU complies with the Jeanne Clery Act by publishing Crime Statistics for the present and two previous calendar years. This information can be viewed by logging to WVSU Department of Public Safety website at **www.wvstateu.edu/admin/publicsafety**. A hard copy of the Crime Statistic can be obtained by contacting a Public Safety representative at (304) 766-3353 or Fax (304) 766-5193 or writing to Department of Public Safety, PO Box 1000, Campus Box 124, Institute, WV 25112-1000.

Ethnicity (Optional):

Please check one or more of the following:

_____Hispanic or Latino_____American Indian or Alaska Native
_____Asian_____Black or African American
_____Native Hawaiian or Other Pacific Islander_____White
_____Race/Ethnicity Unknown

_____Non-Resident Alien_____Resident Alien