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 $27 (resident) or $37 (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 or 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 __________________ Asian

________________ Native American Indian or Alaska Native __________________ White

________________ Native Hawaiian or Other Pacific Islander Black or African American __________________ 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):

<table>
<thead>
<tr>
<th>Name of College/University</th>
<th>City</th>
<th>State</th>
<th>Date of Graduation</th>
<th>Degree</th>
<th>Major</th>
</tr>
</thead>
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</table>

__ I plan to take __ took the GRE in __/____

and my scores are V ______ Q _______ Wrt. 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.

<table>
<thead>
<tr>
<th>Name</th>
<th>Position</th>
<th>Address</th>
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</thead>
<tbody>
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</table>

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: West 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.

<table>
<thead>
<tr>
<th>CHARACTERISTICS</th>
<th>HIGH</th>
<th>AVERAGE</th>
<th>LOW</th>
<th>CANNOT JUDGE</th>
</tr>
</thead>
<tbody>
<tr>
<td>General Intelligence</td>
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<td></td>
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<td></td>
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<tr>
<td>Knowledge of Field</td>
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<td></td>
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</tr>
<tr>
<td>Maturity</td>
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<td>Dependability</td>
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<tr>
<td>Work Ethic</td>
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<tr>
<td>Research Potential</td>
<td></td>
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<tr>
<td>Teaching Potential</td>
<td></td>
<td></td>
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</tr>
</tbody>
</table>

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

<table>
<thead>
<tr>
<th>Phone</th>
<th>Location</th>
<th>Phone</th>
<th>Location</th>
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</thead>
<tbody>
<tr>
<td>3221</td>
<td>A106 Admissions</td>
<td>4291</td>
<td>S801 Land-Grant Programs</td>
</tr>
<tr>
<td>3322</td>
<td>Alumni Affairs</td>
<td>3116</td>
<td>Library</td>
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<td>3165</td>
<td>F210 Athletics</td>
<td>3195</td>
<td>D402 Media Studies</td>
</tr>
<tr>
<td>3102</td>
<td>H101 Biology</td>
<td>3111</td>
<td>A103 President’s Office</td>
</tr>
<tr>
<td>3102</td>
<td>H101 Bio-Technology</td>
<td>3353</td>
<td>W112 Public Safety</td>
</tr>
<tr>
<td>3352</td>
<td>Bookstore</td>
<td>3144</td>
<td>A128 Registration Office</td>
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<td>3250</td>
<td>W216 Career Services</td>
<td>3037</td>
<td>P130G Residence Life &amp; Services</td>
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<tr>
<td>3141</td>
<td>A117C Cashier</td>
<td>3353</td>
<td>W110 Security - 911</td>
</tr>
<tr>
<td>3168</td>
<td>S 1st Fl Collegiate Support Services</td>
<td>4122</td>
<td>F212 Sports Information</td>
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<tr>
<td>3195</td>
<td>D402 Communications</td>
<td>3288</td>
<td>Student Activities Office</td>
</tr>
<tr>
<td>3168</td>
<td>S115 Counseling Center</td>
<td>3140</td>
<td>S333 Student Affairs</td>
</tr>
<tr>
<td>3386</td>
<td>A112 Graphic Communications</td>
<td>3131</td>
<td>A324 Student Financial Assistance</td>
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<tr>
<td>3323</td>
<td>P138G Health Center</td>
<td>3378</td>
<td>Student Union Information</td>
</tr>
<tr>
<td></td>
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<td>A108 Switchboard</td>
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</tbody>
</table>

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**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. WWVSU 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 WWVSU Department of Public Safety website at [www.wvstateu.edu/admin/publicsafety](http://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, WWVSU 25112-1000.

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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