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**WEST VIRGINIA STATE UNIVERSITY**

**DOCTOR OF EDUCATION IN LEADERSHIP STUDIES**

* **APPLICATION FORM:** Complete the Application for Admission. Make sure to keep a copy of the document before submission.
* **APPLICATION FEE:** An application fee of $50 (resident) or $75 (non-resident) must accompany each application for admission. The application fee cannot be waived or deferred and is not refundable.
* **TRANSCRIPTS:** Provide an official transcript from each college or university attended and degrees earned. Graduates of West Virginia State University must provide official WVSU transcripts. Transcripts must be sent directly from the institution to the EdD Program Director.
* **MASTERS DEGREE:** An earned Masters degree, with a GPA of 3.25 or above, is a prerequisite for admission to the program. Please provide proof of program completion.
* **STATEMENT OF PURPOSE:** Complete a 3-5-page Statement of Purpose, describing your professional work history, personal qualities, pertinent life experiences, aspirations, and awards/recognitions. Please consider the foundational tenets of the EdD in Leadership Studies program including fairness, diversity, and social justice as they relate to the Statement of Purpose criteria.
* **RESUME/CURRICULUM VITAE:** Submit resume or vitae documenting successful professional and educational experiences, community service and professional development. You are to include contact information, at least three personal references, and a detailed work history.
* **LETTERS OF RECOMMENDATION:** Three letters of recommendation are to be included with the application. At least two of the letters are to be professional affiliates and no more than one letter is of a personal relationship (family, clergy, community member, etc).
* **TEST SCORES:** If applicable, TOEFL scores will be submitted.
* *In some cases, an interview may be necessary. If so, a department member will contact you with interview parameters and possible dates and times.*

**APPLICATION FOR ADMISSION**

**Doctor of Education in Leadership Studies**

**West Virginia State University**



**PERSONAL DATA**

Date of application: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ A# (if applicable): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Last Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ MI: \_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred First Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Current Address: Street or P.O. Box: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_\_\_\_\_\_\_ ZIP \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ County \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Cell Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Permanent Address (if different): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**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): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Preferred Pronouns: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Have you ever served in the U.S. Armed Forces? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

Are you eligible for veteran’s benefits? Yes \_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_

**Emergency Contact Information (Optional).**

(Last, First, Middle): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Relationship: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Street or P.O. Box: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

City \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ State \_\_\_\_\_\_\_\_ ZIP \_\_\_\_\_\_\_\_\_ County \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Country \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Home Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Business/Other Phone Number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Email: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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

\_\_\_\_\_\_\_\_\_\_ Hispanic or Latino \_\_\_\_\_\_\_\_\_\_ Asian

\_\_\_\_\_\_\_\_\_\_ Native American Indian or Alaska \_\_\_\_\_\_\_\_\_\_ White

\_\_\_\_\_\_\_\_\_\_ Native Hawaiian or Other Pacific Islander \_\_\_\_\_\_\_\_\_\_ Race/Ethnicity Unknown

\_\_\_\_\_\_\_\_\_\_ Black or African American

\_\_\_\_\_\_\_\_\_\_ Non-Resident Alien \_\_\_\_\_\_\_\_\_\_ Resident Alien

**References:**

List the three (3) people you have 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 doctoral candidate.

Name Position Email Address

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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**Enrollment Data:**

☐ Check here to acknowledge that you understand this program functions as a cohort and continuous enrollment is required.

State of Residency: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ If resident of WV, how long have you lived in WV? \_\_\_\_\_\_\_\_\_

**Academic History**

College(s) Attended (Undergraduate):

College/University City State Date of Graduation Degree Major

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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Have you ever been enrolled in school under any other name(s)? Yes\_\_\_\_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_\_

If so, please provide full name(s): \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

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)

Have you been suspended or expelled for academic or disciplinary reasons? Yes \_\_\_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_\_\_

If you answered yes to the previous question, please attach an explanation of the incident which led to disciplinary action, the action taken, including date and official reason and other disciplinary actions.

If you have been suspended, are you currently eligible to return to that institution? Yes \_\_\_\_\_\_\_ No \_\_\_\_\_\_\_\_\_

**Application checklist:**

• I have requested official transcripts from the institutions where my degrees were earned.

• I have enclosed the $50 (resident of WV) or $75 (non-resident) graduate application fee.

• I have enclosed a written Statement of Purpose.

• I have enclosed a resume or curriculum vitae.

• I have requested three (3) letters of recommendation.

• I have requested an official score report for TOEFL, if applicable

**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: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Please forward the complete application packet to**

Department of Leadership Studies

ATTENTION: EdD Program Director

West Virginia State University

928C Wallace Hall,

Box 1000, Institute, WV 25112

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, in adhering to its commitment to maintain a safe and tranquil environment and assist the members of the University Community to provide for their own safety, publishes and disseminates information by publishing Crime Statistics for the present and two previous calendar years. For information about crime statistics, please use the link: <http://www.wvstateu.edu/administration/public-safety2.aspx> For additional information, contact 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.