

GRADUATE APPLICATION FOR ADMISSION



We are excited that you are considering Georgia College & State University to continue your education. Georgia College is Middle Georgia's graduate university, providing advanced degrees, certificates, and continuing education to support and enhance leadership development for a professional workforce.

The admission policy of Georgia College & State University (GC) is to accept those applicants who provide evidence of a high potential for success at the university. A potential student is considered for admission without regard to race, creed, sex, marital status, disability, sexual orientation, age or national origin. All documents submitted for admission to Georgia College become the property of the university.

The GC Office of Graduate Studies is located in the McIntosh House on the Milledgeville campus. Our office hours are Monday through Friday, 8:00 a.m. to 5:00 p.m. You may reach the office by telephone at (478) 445-6289; or toll-free, 1-800-342-0471.

Students with disabilities are invited to contact Disability Services at (478) 445-4233 to determine how their disability may be accommodated. In these particular cases, campus visits are especially encouraged. When making reservations for a campus tour, please let us know how we may help to make your visit a pleasurable experience.

INFORMATION COMMON TO ALL APPLICANTS FOR ADMISSION

This application is intended for use by U.S. Citizens and permanent residents of the United States. International Student Application forms and information may be obtained from the GC International Education Center, Campus Box 49, Milledgeville, GA 31061, by calling (478) 445-4789 or by visiting <http://www.gcsu.edu/future-students/international>.

Application for Admission

- All prospective students should submit a completed application for admission and all supporting documents by the priority deadline. However, deadlines vary by program and applications will still be considered for admission after these dates if the program does not adhere to a hard deadline. Please refer to graduate website or the Office of Graduate Studies for more information.

Priority Deadlines for admission are July 1 for Fall, November 1 for Spring and April 1 for Summer.

- Note: It can take as much as four to six weeks for official exam scores to arrive after test completion. The institutional code for the GRE is 5252. The institutional codes for the GMAT are program specific and they are: MBA code is 3TC-NH-78, MMIS code is 3TC-NH-34, and the MAAC code is 3TC-NH-83. The institutional code for the Miller Analogies Test is 2379. Tests are not required for non-degree enrichment students.

Students who do not enroll during their application term may update their application within one year by notifying the Office of Graduate Studies by calling (478) 445-6289. Students who applied more than one year ago, but did not enroll, must submit a new application. Updated application materials may be necessary for reapplication.

Application Processing Fee

A non-refundable application fee (\$40 paper/\$35 online) is required unless the applicant has been enrolled within the past 6 years or has paid the fee within the past 6 years. The online application is found at <http://www.gcsu.edu/admissions/graduate>. Students who qualifying for a fee exemption must submit a paper application to the Office of Graduate Studies. For information about payment with a credit card, please call 478-445-6289. Checks may be mailed to GC Office of Graduate Studies, Campus Box 107, Milledgeville, GA 31061.

Official Supporting Documents

- All transcripts and test scores must be sent directly from the college or testing agency to the Office of Graduate Studies, Campus Box 107, Milledgeville, GA 31061.
- A transcript must be provided for **each and every college** attended by applicants. Email, fax and photocopied documents provided by the student or institution are NOT considered official and will not be used for admission purposes. Courses from one institution that are listed on another college transcript will not substitute for an official transcript. Prior educational experience may not be omitted from an application.

Personal Interview

- Georgia College may request a personal interview as part of the admissions evaluation.

Application Process

- Students may monitor the status of their application by going to https://vbana.gcsu.edu:4451/pls/PROD/gcsu_chk_adm_stat.GetSSN.
- After all documents are received in the Office of Graduate Studies, the program coordinator reviews the application packet. Decisions are made by the coordinator or department. The department will notify the applicant and the Office of Graduate Studies of the decision.

Annual Security and Fire Safety Report

The GC Annual Security and Fire Safety Report includes crime statistics for the previous three years concerning reported crimes that occurred On Campus; in or on certain Noncampus buildings or property owned or controlled by GC; and on Public Property within, or immediately adjacent to and accessible from, the campus. The report also includes institutional policies concerning campus security, such as policies concerning alcohol and drug use, crime prevention, the reporting of crimes, sexual assault, fire safety policies/statistics and other matters. Hard copies are available at the Department of Public Safety, Human Resources, and the Office of Admissions. You can have a hard copy mailed to you by calling 478-445-3082 or get it on-line at gcsu.edu/publicsafety/annualreport.htm.

ADDITIONAL INFORMATION

Graduate Catalog <http://catalog.gcsu.edu/en/2017-2018/Graduate-Catalog>
Graduate Admissions <http://www.gcsu.edu/admissions/graduate>
University Directory <https://directory.gcsu.edu>
University Calendar <http://catalog.gcsu.edu/en/2016-2017/Undergraduate-Catalog/Academic-Calendars>

Georgia College Office of Graduate Studies
Campus Box (CBX) 107, Milledgeville, GA 31061
478-445-6289 * 800-342-0471 ext 6289
Fax: 478-445-1336
Email: Grad-admit@gcsu.edu

PROGRAMS OF STUDY

COLLEGE OF LIBERAL ARTS AND SCIENCES

PROGRAM CODE	PROGRAM (Degree)
MS-BIOL	Biology (MS) <i>(Milledgeville campus)</i>
MFA-CRWR	Creative Writing (MFA) <i>(Milledgeville/Fall admission)</i>
MSCJ	Criminal Justice (MS) <i>(Online)</i>
MA-ENGL	English (MA) <i>(Milledgeville campus)</i>
MMED-MUED	Music Education (MMED) <i>(Online)</i>
MPA-PUAD	Public Administration (MPA) <i>(Online)</i>

COLLEGE OF BUSINESS

MACCT	Master of Accountancy (MACCT) <i>(Milledgeville campus)</i>
WEB-MBA	Georgia WebMBA® program – Master of Business Administration (MBA) <i>(Online/Spring and Fall admission)</i>
MMIS-MMIS	Master of Management Information Systems (MMIS) <i>(Online)</i>
MSAD-LSCM	Logistics and Supply Chain Management (MLSCM) <i>(Online/Spring and Fall admission)</i>

COLLEGE OF HEALTH SCIENCES

MA-ARTT	Master of Arts in Art Therapy (MA) <i>(Milledgeville/Fall admission)</i>
CERG-STCD	Certificate in Strength and Conditioning <i>(Milledgeville)</i>
MAT-KNPE	Master of Arts in Teaching in Kinesiology/ Physical Education (MAT) <i>(Milledgeville campus)</i>
MS-HHUP HEPR	Master of Science in Health & Human Performance - Health Promotion Concentration (MS) <i>(Online)</i>
MS-HHUP HMPF	Master of Science in Health & Human Performance - Human Performance Concentration (MS) <i>(Milledgeville campus)</i>
MSAT-AHTR	Master of Science in Athletic Training <i>(Milledgeville/Summer admission)</i>
MMT-MUST	Music Therapy (MMT) <i>(Online)</i>
MSN-NUED	Nurse Educator (MSN) <i>(Online)</i>
MSN-FNPR	Family Nurse Practitioner (MSN) <i>(Online/Summer admission)</i>
MSN-FNPR PMHL	Family Nurse Practitioner Psychiatric Mental Health Concentration (MSN) <i>(Online/Summer admission)</i>
DNP-NURP	Doctor of Nursing Practice (DNP) <i>(Online/Fall admission)</i>
CERM-PMNE	Post-MSN Certificate: Nurse Educator <i>(Online)</i>
CERM-PMFN	Post-MSN Certificate: Family Nurse Practitioner <i>(Online/Summer admission)</i>
CERM-PMMH	Post-MSN Certificate: Psychiatric Mental Health Practitioner <i>(Online/Summer admission)</i>

NON-DEGREE ENRICHMENT

000000 ENRI BIO	Biology
000000 ENRI BUSF	Business
000000 ENRI MUT	Creative Arts Therapies
000000 ENRI EFS	Education
000000 ENRI ENG	English
000000 ENRI GOV	Government & Sociology
000000 ENRI SHHP	Health & Human Performance
000000 ENRI NUR	Nursing

COLLEGE OF EDUCATION

MASTER OF EDUCATION (MED)

PROGRAM CODE	PROGRAM (Degree)
MED-ASED	Educational Leadership (MED) <i>(Online/Summer and Fall admission)</i>
MED-ECIN	Curriculum & Instruction (MED) <i>(Online/Summer admission)</i>
MED-EDEC	Early Childhood (MED) <i>(Macon Blended Format/Summer admission)</i>
MED-LIBM	Library Media (MED) <i>(Online)</i>
MED-ITED	Instructional Technology (MED) <i>(Online)</i>
MED-EDMG	Middle Grades Education <i>(Macon Blended Format /Summer admission)</i> <i>(Select concentration)</i>
MED-SPED	Special Education <i>(Macon Blended Format/Summer admission)</i>
<u>Middle Grades Education</u> Select Concentration below:	
MED-EDMG MGRE	Reading
MED-EDMG MGLA	Language Arts
MED-EDMG MGMA	Mathematics
MED-EDMG MGSC	Science
MED-EDMG MGSS	Social Studies

MASTER OF ARTS IN TEACHING (MAT)

MAT-SPED	Special Education <i>(Macon Blended Format/Summer admission)</i>
MAT-EDMG	Middle Grades Education Math & Science <i>(Online)</i>
MAT-SEED	Secondary Education <i>(Macon/Milledgeville Campus/Summer admission)</i> <i>(Online/Fall admission)</i>
<u>Secondary Education</u> Select concentration below:	
MAT-SEED ARTE	Art
MAT-SEED BIOL	Biology
MAT-SEED BUSE	Business
MAT-SEED CHEM	Chemistry
MAT-SEED ENED	English
MAT-SEED FREN	French
MAT-SEED HIST	History
MAT-SEED MAED	Mathematics
MAT-SEED EPHY	Physics
MAT-SEED POLS	Political Science
MAT-SEED SPAN	Spanish

SPECIALIST IN EDUCATION (EDS)

PROGRAM CODE	PROGRAM (Degree)
EDS-ASED	Educational Leadership (EDS) <i>(Online/Fall admission)</i>
EDS-SPED	Special Education (EDS) <i>(Macon Blended Format/Summer admission)</i>
EDS-TRLD	Teacher Leadership (EDS) <i>(Online/Summer admission)</i>

NON-DEGREE CERTIFICATION/ENDORSEMENT

CERG-PBIS	Certificate in Positive Behavior Interventions and Support <i>(Online/Summer admission)</i>
NONDEGCRT-NDLD	Ed Leadership <i>(Online/Summer and Spring admission)</i>
NONDEGCRT-NLIM	Library Media <i>(Online)</i>
NONDEGCRT-NITE	Instructional Technology <i>(Online)</i>
NONDEGCRT-RESL	ESOL (English to Speakers of Other Languages) Endorsement <i>(Online)</i>

\$40 non-refundable application fee is required for all applicants except students enrolled at Georgia College within the past 6 years or those who paid the fee within the past 6 years. [Online application fee is



Office of Graduate Studies
CBX 107, Milledgeville, GA 31061
800-342-0471 * 478-445-6289
grad-admit@gcsu.edu

Graduate Application for Admission

This application is to be used by all graduate applicants who are U.S. citizens by birth or through naturalization, and by those who have been granted resident alien status.

SOCIAL SECURITY NUMBER (Required of all applicants) _____ GENDER: ____ Female ____ Male

NAME: _____
Last First Middle Jr.,III,etc. Preferred Name Former Name(s)

ADDRESS: _____
Street City State Zip County Country

E-MAIL ADDRESS: _____ HOME PHONE: (_____) _____

CURRENT EMPLOYER: _____ WORK PHONE: (_____) _____

DATE OF BIRTH: _____ PLACE OF BIRTH: _____ COUNTRY OF CITIZENSHIP: _____

CITIZEN STATUS: ____ U.S. Citizen ____ Alien Resident (please submit documentation) ____ Alien Non-Resident Visa Type _____

ETHNICITY (Optional—for statistical purposes only)

____ American Indian ____ Asian/Pacific Islander ____ Black (not of Hispanic origin) ____ Hispanic
____ Multiracial ____ White (not of Hispanic origin) ____ Other _____

ENTRY TERM (Priority deadlines for completed application.) *May vary by program. Please refer to graduate web-site or Office of Graduate Studies for more information.		PROGRAM LOCATION Programs vary by campus. Please review program listings on pages 2 and 3.		CLASSIFICATION For degree-seeking applicants, please choose Regular.	
____	Fall 20____ (July 1)*	____	Milledgeville	____	Regular
____	Spring 20____ (November 1)*	____	Macon	____	Enrichment Area _____
____	Summer 20____ (April 1)*	____	Warner Robins	____	Transient
STATUS: ____ New Graduate Student ____ Returning Graduate Student Are you an Amendment 23 applicant? ____ yes ____ no				Non-Degree Certification Certification Area _____	
____ PROGRAM OF STUDY (Enter code found on page 2 or 3)					

LIST **ALL** COLLEGES ATTENDED, beginning with the most recent. If you are a returning Georgia College student, please add schools attended since last enrollment. **Are you currently enrolled** ____ **yes** ____ **no**

	Name of College	City / State	Dates attended From/To	Date of Graduation	Degree Earned
1					
2					
3					

Entrance Test Information		
Test taken or Scheduled to Take	Test Date (or Scheduled Date)	Date Official Scores Requested for GC
____ GMAT Graduate Management Admission Test		
____ GRE Graduate Record Examination		
____ MAT Miller Analogies Test		
____ GACE Georgia Assessments for the Certification of Educators		

Will any of your transcripts arrive under a different name (e.g. maiden)? ____yes ____no

If yes, what name/s? _____

Residency Information - In order to qualify for in-state tuition, answers must be provided to all questions. If any question is incomplete or not answered, the applicant will be considered an out-of-state student.

Have you 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

How long have you continuously resided in the state of Georgia?

Years: _____ Months: _____ Date from: _____ to _____.

Do you have a driver's license or state-issued ID? ____yes ____no If yes, from which U.S. state/territory? _____

Do you own a motor vehicle? ____yes ____no If yes, in which U.S. state/territory is it registered? _____

Do you have voter registration? ____yes ____no If yes, in which U.S. state/territory are you registered? _____

Did you file a state income tax return in the past year? ____yes ____no

If yes, in which U.S. state/territory did you file? _____

Are you currently active duty military or a family member of someone who is active duty military? ____yes ____no

Are you currently a member of the Georgia National Guard or a family member of someone who is a member of the

Georgia National Guard? ____yes ____no Home state of record: _____

If you answer "yes" to any of the above military-related questions, you may be asked to provide a copy of your current military ID card and orders assigning you to a Georgia military installation.

Background Information

Have you ever been arrested, convicted of a crime, or are any criminal charges now pending against you?
____yes ____no

Convictions shall include a finding of guilty by a judge or jury, or a plea of guilty or a plea of nolo contendere, irrespective of the pendency or availability of any appeal or application for collateral relief. If yes, explain fully on a separate page, specifying the nature of the offense(s), the date(s) it/they occurred, the name and location of the court(s) and sentence(s) imposed. Please submit court documentation if appropriate.

I certify that, to the best of my knowledge, the information submitted on this application is true and complete. I consent to allow representatives of Georgia College & State University (GC) to conduct a criminal background check and such other background investigations as the university deems appropriate in evaluating my application as a student at GC. I further understand that upon enrollment, I am expected to become familiar with and abide by the GC Honor Code (<http://www.gcsu.edu/studentaffairs/codeofconduct>) and the Student Rules and Regulations as set forth in the GC Catalog (<http://catalog.gcsu.edu/en/2017-2018/Graduate-Catalog>).

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.

In accordance with Board of Regents Policy 4.3.4, all applicants who are accepted for admission or readmission to Georgia College for Fall 2011 or any academic semester thereafter, and who seek to be classified as in-state for tuition purposes, will be required to provide validation of residency and lawful presence in both the State of Georgia and the United States. Acceptance to Georgia College is conditional until lawful presence is verified.

Signature of Applicant: _____ Date: _____