



Governors  
State  
University

Office of Admission and Student Recruitment  
1 University Parkway  
University Park, Illinois 60484-0975

# GRADUATE APPLICATION

708.534.4490

gapply@govst.edu

[www.govst.edu/admissions](http://www.govst.edu/admissions)

We are pleased that you have requested application materials from Governors State University. We recommend that you review all program requirements carefully. Some majors within the university may require additional information.

Program requirements vary depending on the major. Please review the specific requirements in the GSU catalog or on our website at [www.govst.edu/catalog](http://www.govst.edu/catalog). Some departments require that applicants submit a statement of career goals, letters of recommendation, GMAT/GRE scores, portfolios, etc.

## Instructions:

All applicants must have or will have earned, by the term they wish to enroll, a baccalaureate degree from a regionally-accredited institution of higher education. Applicants must be in good standing at the last institution attended, including Governors State University, and they must satisfy any applicable special program admission requirements as described in the catalog.

- 1) **Application Deadline** - Some programs admit students on a rolling (continuous) basis. Applicants are encouraged to submit application materials as early as possible. Communication Disorders, Counseling, Independent Film & Digital Imaging, Occupational Therapy, and Social Work have application deadlines; please see the catalog or program information for those dates.
- 2) **Transcripts** - Applicants are required to submit official transcripts to the Office of Admission and Student Recruitment. If transcripts are hand carried into the university, they must be in a sealed envelope. If you have course work in progress, you are required to submit a supplemental transcript upon completion of the course work. Some programs may require an additional set of transcripts sent to that specific program. Photocopies of transcripts are not acceptable.
- 3) **Departmental Admission Credentials** - Refer to the GSU catalog at [www.govst.edu/catalog](http://www.govst.edu/catalog) or specific program fact sheets to verify requirements.
- 4) **International Student Admission Credentials** - Applicants who have completed their baccalaureate studies in countries other than the United States are required to submit an evaluation of foreign credentials completed by one of the members of the National Association of Credential Evaluation Services (NACES). To see a list of current NACES members, please visit [www.naces.org](http://www.naces.org).  
Early application is essential for review of documentation and for entry visa processing by the International Student Office. Applicants must possess an acceptable bachelor's degree based on four or more years after grade 12, or the equivalent, from an accredited and approved institution of higher learning.

- a. **English Proficiency Requirements** - All applicants whose native primary language is not English or who submit credentials from any country whose native primary language is not English are required to submit to the Office of Admission scores from the Test of English as a Foreign Language (TOEFL). A minimum total score of 550 on the paper-based or 213 on the computer-based test is required. The institutional TOEFL code for GSU is 1263. IBT minimum scores are Reading 20, Writing 20, Listening 20, and Speaking 20.
- b. **Financial Statement** - International students are required to submit a financial statement to verify that they have adequate financial resources to support themselves while studying at GSU. Official admission letters and I-20s cannot be issued until adequate resources are documented.
- 5) **Graduate Examinations** - If the department requires a standardized test, such as GMAT/GRE, applicants must request that their test scores be sent to the Office of Admission by the testing agency. The institutional code for GSU is 1263. It is suggested that you take the graduate admission examinations three months before the intended term of enrollment to ensure that the scores arrive in time.
- 6) **Non-Degree-Seeking Applicants** - Although, some graduate programs allow non-degree seeking students to take courses, others restrict courses to only degree-seeking students. Note: Students in this classification are not eligible for financial assistance.
- 7) **Self-Managed Applications** - On page 2, the departments that require a self-managed application are shown with an asterisk. A completed packet is submitted in an envelope that details all of the required contents, including the applicant's transcripts and application for admission. All documents in self managed applications must be submitted at the same time in the envelope provided (self managed).
- 8) **Application Fee** - There is a \$50 non refundable application fee. Please enclose a check or money order made payable to Governors State University—Office of Admission. The \$50 non refundable application fee is waived for applicants who are veterans of or on active duty in the U.S. Armed Forces. Please contact the Office of Admission for further information.
- 9) **Prospective Applicants with Disabilities** - applicants with a disability are encouraged to contact the Academic Resource Center at 708.534.4508 for further assistance.

Governors State University is an affirmative action/equal opportunity university which administers its educational and employment programs in compliance with federal, state, and local laws and does not discriminate on the basis of race, color, national origin, religion, gender, ancestry, age, sexual orientation, marital status, disability, citizenship, unfavorable discharge from military service, or veteran status.

## ACCREDITATION

Governors State University is accredited by the Higher Learning Commission (HLC) of the North Central Association of Colleges and Schools (NCA).  
301 North LaSalle St, Suite 2400 \* Chicago, Illinois 60602-2504 \* 312.263.0456 or 800.621.7440

## Graduate Degree Programs and Major Codes

Applications are available from the Office of Admission and Student Recruitment. Please check the chart below for the major code for which you will be applying. Enter the appropriate code in the boxes on page 3 of the application (areas of concentration where appropriate). This information is essential for the processing of your application. For complete admissions requirements and application deadlines, please see the GSU catalog. Applications, catalogs, and additional information are also on the website at [www.govst.edu/admissions](http://www.govst.edu/admissions).

COLLEGE OF ARTS AND SCIENCES (CAS)	COLLEGE OF BUSINESS AND PUBLIC ADMINISTRATION (CBPA)	COLLEGE OF EDUCATION (CE)	COLLEGE OF HEALTH AND HUMAN SERVICES (CHHS)
<i>Majors:</i>	<i>Majors:</i>	<i>Majors:</i>	<i>Majors:</i>
Analytical Chemistry (ANCH)	Accounting (ACTG)	Counseling* (COUN) Sequences	Addictions Studies (ADDS)
Art (ART)	Business Administration (BSAD)	<ul style="list-style-type: none"> <li>• Community Counseling (CMC)</li> <li>• Marriage &amp; Family (M&amp;F)</li> <li>• School Counseling (SCH)</li> </ul>	Communication Disorders (CDIS)*
Communications & Training (COMT) Sequences	Management Information Systems (MISG)	Early Childhood Education (ECEG)*	Health Administration (HLAD)
<ul style="list-style-type: none"> <li>• Communication Studies (COM)</li> <li>• Human Performance and Training (HPT)</li> <li>• Media Communications (MDC)</li> </ul>	Public Administration (PADM)	Education (EDUC)* Sequences	Nursing (NURS)
Computer Science (CPSC)		<ul style="list-style-type: none"> <li>• Computer Education (CPE)</li> <li>• Curriculum and Instruction (C&amp;I)</li> <li>• Language Arts (LNG)</li> <li>• Mathematics Education (MAT)</li> <li>• Science Education (SCI)</li> </ul>	Occupational Therapy (OCCT)*
Criminal Justice (CJUS)			Social Work (SCWG)*
English (ENGL)		Educational Administration (EDAD)* Sequences	
Environmental Biology (ENBI)		<ul style="list-style-type: none"> <li>• General Administration Endorsement (ADM)</li> <li>• Chief School Business Official Endorsement (SBO)</li> <li>• Higher Education Administration (HED)</li> </ul>	
Independent Film and Digital Imaging (IFDI)		Multicategorical Special Education (MCSE)*	
Political & Justice Studies (POJS)		Reading (READ)*	
		Psychology (PSYC) Sequences	
		<ul style="list-style-type: none"> <li>• Clinical (CLN)</li> <li>• Theoretical (THS)</li> </ul>	

\* Self-Managed Applications

# Graduate Application

Online application available at <https://mygsu.govst.edu/ics/Admission>

PLEASE PRINT OR TYPE

Social Security Number\* \_\_\_\_\_

\* Your Social Security Number (SSN) is requested pursuant to Public Law 93-579 for the University's system of student records, as well as for compliance with federal and state reporting requirements. An SSN is required if you are applying for financial aid but is not required for admission to the University. Providing an SSN will, however, speed up the processing of your application since we will not need to manually match your application with other materials such as transcripts and test scores. Supplying an SSN ensures that you will be able to claim the Hope Tax Credit, if you are eligible, on your federal tax return. The University has a strong commitment to ensuring the privacy and confidentiality of student records and will not disclose your SSN without your consent for any purpose except as allowed by law.

Mr.  Ms.  Mrs.  Other \_\_\_\_\_

Name \_\_\_\_\_  
Last First M.I.

Permanent Address \_\_\_\_\_  
Number & Street Apt. #  
City or Town State ZIP Code + 4 Country

Mailing Address (if different from above) \_\_\_\_\_  
Number & Street Apt. #  
City or Town State ZIP Code + 4 Country

Home Phone ( ) \_\_\_\_\_ Work Phone ( ) \_\_\_\_\_

E-mail \_\_\_\_\_ Cell Phone ( ) \_\_\_\_\_

Birthdate \_\_\_\_\_  Male  Female Previous Name(s) \_\_\_\_\_  
Month Day Year

Ethnic Origin: 1. Are you Latino/Hispanic? No \_\_\_\_\_ Yes \_\_\_\_\_  
 2. Please select the categories below that describe you (select as many as apply)  
 American Indian or Alaska Native  Native Hawaiian or Pacific Islander  
 Asian  White  
 Black or African American

Illinois Resident?  Yes  No How long? \_\_\_\_\_ Years \_\_\_\_\_ Months County \_\_\_\_\_

Citizenship Status:  U.S. Citizen  Non U.S. Citizen \_\_\_\_\_ (Check below where appropriate)  
Country of Citizenship  
 Permanent Resident (attach copy of permanent residency card, both sides.)  
 International Student (Seeking Student visa)  Other (please specify) \_\_\_\_\_  
 Are you a veteran or on active duty in the U.S. Armed Forces?  Yes  No

Applying for:  Fall (August-December)  Spring (January-May)  Summer (May-August) Year \_\_\_\_\_

Are you applying for admission to a degree program?  No  Yes If yes, please specify major code: \_\_\_\_\_ Sequence code (If applicable): \_\_\_\_\_  
 (Please refer to page 2 for appropriate codes.)

Note: Students choosing not to apply to a degree program will be classified as Non-Degree-Seeking (Students in this category are not eligible for financial assistance.)

Have you ever applied for admission to GSU?  No  Yes, when \_\_\_\_\_

Have you ever enrolled at GSU?  No  Yes, when \_\_\_\_\_ **GSU ID#** \_\_\_\_\_

You must list all colleges or universities attended. Use reverse chronological order, beginning with the most recent, including GSU. Continue on back if necessary.

Name/Campus	City	State	Entered Mo. Yr.	Left Mo. Yr.	Degree or Hours Earned	Date Received or Expected
1.						
2.						
3.						
4.						
5.						

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 Cash \_\_\_\_\_ Check \_\_\_\_\_ Received by \_\_\_\_\_ Journal Number \_\_\_\_\_

Please list courses currently in progress. Use additional sheet if necessary.

Name/Campus	Course Name and Number	Credit Hours	Term Enrolled In
1.			
2.			
3.			
4.			
5.			
6.			

If you have attended GSU before, did you leave in good academic standing?  Yes  No  Not Applicable

Are you in good standing at the college or university last attended?  Yes  No If No, see note below.

Note: Applicants not in good standing at the last college attended, including GSU, must petition for admission under the Policy on Readmissions and Special Admissions. This petition can be printed from the website at [www.govst.edu/apply](http://www.govst.edu/apply). All petitions to the committee must be submitted in writing to the Office of Admission. The letter of petition must accompany the application for admission and all required application materials, including, official transcripts.

This application must be signed and dated by the applicant and returned with required application fee before action can be taken. I understand that withholding information requested or giving false information on this application may make me ineligible for admission to the university or subject to dismissal. I certify that the information provided on the application is correct and complete.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Governors State University is an equal opportunity institution. The university adheres to Section 504 of the Rehabilitation Act.

Security Information Now Available. GSU is committed to assisting all members of the community in providing for their own safety and security. The annual security compliance document is available on the GSU website at [www.govst.edu/cleryact](http://www.govst.edu/cleryact). If you would like to receive a brochure, which contains this information, you can stop by GSU's Department of Public Safety, or you can request that a copy be mailed to you by calling 708.534.4490. The website contains information on campus security and personal safety, including crime prevention, university police law-enforcement authority, crime reporting policies, disciplinary procedures, and other important matters about security on campus. It also contains statistics for the three previous calendar years on reported crimes that occurred on campus, in certain off-campus buildings or property owned or controlled by GSU, and on public property within or immediately adjacent to and accessible from the campus. This information is required by law and is provided by the GSU's Department of Public Safety.