



# LANDER UNIVERSITY

Graduate Application for Admission

1-888-4LANDER  
admissions@lander.edu  
www.lander.edu

## INSTRUCTIONS FOR COMPLETING THE APPLICATION FOR GRADUATE ADMISSION

This application is ONLY for students taking graduate level courses or for students seeking a Master of Education degree (M.Ed.) in Elementary Education or a Master of Arts in Teaching degree (M.A.T.). Graduate students may also take undergraduate courses based on this application. However, students seeking an undergraduate degree must complete the Application for Undergraduate Admission.

### THE APPLICATION PROCESS

The completed application and ALL supporting documents should be returned to the Office of Admissions at least seven days prior to the term or semester in which admission is requested. Only after these credentials have been received can the Graduate Admissions Committee consider the application. No single criterion is decisive; each item is considered in relation to the applicant's total qualifications. For a prompt response to your application, please take note of the following:

#### APPLICATION FEE

Attach the \$35 application fee (non-refundable) payable to Lander University. Write the applicant's name and birth date on the check or money order. An application fee is not required for former Lander graduate applicants who previously paid the fee.

#### DEGREE-SEEKING APPLICANTS

##### Master of Education

To be eligible for the M.Ed. degree, an applicant must have:

- completed a state-approved teacher education program with a minimum GPA of 2.75 on a 4.0 scale; or
- earned a GPA of 3.0 on a 4.0 scale for the last two years or four semesters equivalent of baccalaureate program coursework; or
- earned a 3.0 on a 4.0 scale for 12 hours of graduate work at Lander University.

A preferred score 800 on the GRE or a preferred score of 380 on the Miller Analogies Test is also required.

Applications for the M.Ed. degree program must include:

- Official transcripts of all college work
- Three letters of reference from professional associates on official Lander recommendation forms
- Documentation of having completed a state approved teacher education program
- GRE or Miller Analogies test scores

Applicants will also be required to complete an interview with the Director of Graduate Studies.

##### Master of Arts in Teaching

To be eligible for the M.A.T. degree program, applicants must have completed an undergraduate degree in the content area from an accredited institution with a minimum GPA of 2.75 on a 4.0 scale. Since the program is designed to confer initial teacher certification, candidates may not hold teacher certification.

Application for the M.A.T. program must include:

- Official transcripts of all college work
- Three letters of reference from professional associates on official Lander recommendation forms
- Official transcripts of all college work
- Approved content area worksheet

Students with an art concentration will also be required to submit a writing sample, interview with major academic area faculty, and offer a portfolio for review.

#### NON-DEGREE APPLICANTS

Some students pursue graduate study at Lander University for reasons of professional development and personal interest. Nondegree applicants may enroll in special graduate workshops, courses for recertification, or courses as a transient student. Degree-seeking applicants who have not met the initial admission requirements will be allowed to take a maximum of 30 semester hours as nondegree students.

Applications for nondegree applicants must include:

- Transcript(s) of all college work and/or
- A copy of the teacher certification number and/or
- Transient approval from the "home" school

However, the Office of Admissions reserves the right to determine the proper category of admission and to determine requirements of necessary credentials.

#### TRANSFER CREDIT

As many as nine semester hours of graduate credit verified by an official transcript and approved by Lander's director of Graduate Studies may be transferred from a regionally accredited institution of higher education. Only courses on which grades of B or better have been earned will be accepted as transfer credit from another institution. Credit is not awarded for correspondence courses.

#### FINANCIAL AID AND PAYMENT OF FEES

Financial aid and veteran's benefits are available for degree-seeking students. However, all graduate students are eligible for student loans. Students may also apply for a Teacher's Loan if they are not already certified to teach. For more information, contact the Office of Financial Aid.

Students may make full payment at the time of registration or enroll in the Semester Installment Payment Plan which is designed to finance the cost of university fees, hous-

ing, health service and food service ONLY over the period of the semester. Those students whose minimum balance is \$200 may apply. The plan is interest-free; however, there is a \$50 service charge. For more information, call the Business Office.

#### HOUSING

Graduate students wishing to live on campus should apply for admission as early as possible. Enclosed with the acceptance letter will be a housing request card which, when returned to Lander, will inform the housing office that you intend to live on campus. You will then be sent a housing application, contract and detailed information. Prompt return of the forms with the required deposit of \$175 (includes the application fee and room deposit) is necessary because rooms are assigned according to the date each housing application is received. The student's name and birth date should appear on each check.

#### IMMUNIZATION

Lander requires all enrolled students to provide proof of immunity to specific diseases. A form will be sent to all students following admission to Lander describing the required immunizations. This form or other documents signed by a physician or licensed health care provider must be returned to Student Health Services at Lander. Transfer students may send a copy of the immunization record on file at a previous college or university. You may fax these forms or records to Student Health Services at 864-388-8085.

#### IMPORTANT TELEPHONE NUMBERS

Office of Admissions..... 864-388-8307  
or toll free 1-888-4LANDER  
Fax 1-864-388-8125

Business Office ..... 864-388-8303  
Office of Financial Aid..... 864-388-8340  
Graduate Studies in Education... 864-388-8248  
Housing Office ..... 864-388-8266  
Registrar's Office ..... 864-388-8398  
Student Health Services ..... 864-388-8885  
Veteran Affairs Office ..... 864-388-8398

#### Mailing Address for Applications:

Lander University  
Office of Admissions  
320 Stanley Avenue  
CPO Box 6007  
Greenwood, SC 29649

*Lander University provides equal educational and employment opportunities regardless of race, color, religion, sex, national origin, age or disability.*

# LANDER UNIVERSITY

## Graduate Application for Admission

### PERSONAL DATA

Expected date of entrance: Year \_\_\_\_\_  Fall  Spring  Summer, beginning date \_\_\_\_\_

Name \_\_\_\_\_

Legal Last Name

Legal First Name

Middle or Maiden Name

Preferred Name

Permanent mailing address \_\_\_\_\_

P.O. Box or Street

City

State

Zip

County

Country

Home Telephone

Present Daytime Telephone

Cell Phone (optional)

Present mailing address, if different \_\_\_\_\_

P.O. Box or Street

City

State

Zip

Country

Student E-mail Address

Male  Female Date of birth \_\_\_\_\_

Month/Day/Year

Social Security number \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_ (International students please include photocopy.)

Ethnic background, optional

*(Admissions decisions are not affected by ethnic / racial background. Information is requested for statistical reporting only.)*

Hispanic

American Indian or Alaskan Native

Asian

Black or African American

Native Hawaiian or Other Pacific Islander

White

2 or more races (clarification needed)

Nonresident Alien

Unknown

Religious denominational preference \_\_\_\_\_

Family members who have attended Lander University:

Father  Mother  Spouse  Children  Brother  Sister  Grandmother  Grandfather  Other \_\_\_\_\_

Emergency contact:  Parent(s)  Legal Guardian  Spouse  Other

Mr.  Ms.  Mrs.  Mr. and Mrs. \_\_\_\_\_

Last Name

First Name

Middle Name

Mailing Address (P.O. Box or Street Address)

City

State

Zip

Country

Telephone Number

Cell Phone (optional)

### EDUCATIONAL BACKGROUND

**Any student who withholds information from or falsifies any part of this record, including transcripts from all institutions attended, may be permanently dismissed without any credit for work completed at Lander University.**

Have you ever applied to take undergraduate courses at Lander?  Yes  No If yes, for which year \_\_\_\_\_

Have you attempted Lander courses before?  Yes  No If yes, date of last course \_\_\_\_\_

If yes, which best describes your previous Lander study:

Graduate  Undergraduate  Other \_\_\_\_\_

Have you taken the **GRE**?  Yes  No If yes, date of test? \_\_\_\_\_

Have you taken the **Miller Analogies Test**?  Yes  No If yes, date of test? \_\_\_\_\_

List all colleges and universities you have attended or plan to attend prior to enrolling at Lander, beginning with the **earliest** dates.

Name of Institution	City	State	From (Month/Year)	To (Month/Year)	Degree Earned (Year)
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Are you now enrolled in a college/university or do you plan to take additional courses prior to entering Lander?  Yes  No

Date of final course prior to enrolling at Lander \_\_\_\_\_

Undergraduate major \_\_\_\_\_

Teacher certification number \_\_\_\_\_

**LANDER PROGRAMS**

If degree-seeking, please check one **program** you may wish to study:

**Master of Education**

**Master of Arts in Teaching**

Elementary Education

Art Concentration

Elementary Education (Montessori)

Check one of the following that best describes your present application: (see cover for description)

Degree

Nondegree

Transient

Contract course

Readmit

Other \_\_\_\_\_

Attendance plans: (Check one or more)  Part time  Full time  Day classes  Evening classes only

**RESIDENCY**

**If you have questions about your status under South Carolina's Residency Law, call or write the Residency Officer in the Admissions Office. Students claiming legal residency in South Carolina and later found to be nonresidents will be charged retroactively for the additional cost of tuition.**

Citizenship:  USA  USA permanent resident  Foreign, citizen of \_\_\_\_\_

a) How long have you resided in South Carolina? Years \_\_\_\_\_ Months \_\_\_\_\_ State of previous residency \_\_\_\_\_

b) Has parent, legal guardian or spouse claimed you as a dependent for the year preceding your enrollment?  Yes  No

c) List all addresses where you have lived for more than 30 days during the past 48 months. Begin with the most current address.

Address	City/State	Country	Dates
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Place of employment \_\_\_\_\_ Telephone \_\_\_\_\_

**ALL STUDENTS**

**I certify that all information provided in this application is complete and correct. (Any false information or omission of previous college attendance is cause for immediate cancellation of registration at Lander). I further understand that Lander may find it necessary to request additional information from my previous colleges or schools, and I grant permission to my previous schools to release this information to Lander.**

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

# IMPORTANT

## INTERNATIONAL STUDENTS ONLY

Country of citizenship \_\_\_\_\_

Person in the United States to be notified in case of emergency:

Name \_\_\_\_\_ Telephone Number \_\_\_\_\_

Postal Address

City/State

Zip

What is your native language? \_\_\_\_\_

*All applicants whose native language is not English or who have not received a degree from an American university are required to take the Test of English as a Foreign Language (TOEFL).*

How many years of formal English study have you had? \_\_\_\_\_

Have you completed the Test of English as a Foreign Language (TOEFL)?

Yes Month \_\_\_\_\_ Year \_\_\_\_\_ Score \_\_\_\_\_  
Did you request that your results be sent to Lander?  Yes  No

No Do you plan to take the TOEFL?  Yes  No  
If yes, Month \_\_\_\_\_ Year \_\_\_\_\_

If you are a nonimmigrant currently in the United States, you are required to answer fully the following questions:

On what date did you enter the United States? \_\_\_\_\_

On what date was your passport issued? \_\_\_\_\_

Passport number \_\_\_\_\_ Passport expiration date \_\_\_\_\_

Please check the type of visa you now hold:

Student (F)  Other (specify) \_\_\_\_\_

What is your visa expiration date? \_\_\_\_\_

If you hold an F visa, name the institution that issued the Form I-20 on which you received your visa and the date it was issued.

\_\_\_\_\_

What is your admission number (the unique 11-digit number on your I-94 Arrival/Departure Record)?

\_\_\_\_\_

For what period of stay was your I-94 granted? Give specific dates. \_\_\_\_\_

\_\_\_\_\_

**Please submit photocopies of Form I-20A-B, F VISA page in passport, and I-94 card.**