

# COLLEGE OF MOUNT SAINT VINCENT

## APPLICATION FOR GRADUATE ADMISSION Master of Science in Education

### Eligibility Requirements to be considered for admission to the Master of Science in Education Program:

- Applicant must have a baccalaureate degree from an accredited college and provisional certification (in all areas) or initial certification (elementary education).
- Applicant must have a GPA of 3.0.

### All Applicants must submit:

- A completed application form.
- The non-refundable \$50 application fee. Checks or money orders should be made payable to the College of Mount Saint Vincent.
- Two references using the enclosed forms:
  - A Professional Recommendation from the applicant's supervisor.
  - An Academic Recommendation from the applicant's professor or instructor.
- An official transcript from each college attended.
- A copy of the provisional or permanent teaching certification.

No applications will be processed until all materials have been received.

### Return application and accompanying documents to:

Office of Graduate Studies and Continuing Education  
College of Mount Saint Vincent  
6301 Riverdale Avenue  
Riverdale, New York 10471-1093  
(718) 405-3322  
[www.mountsaintvincent.edu](http://www.mountsaintvincent.edu)

Please print all information

Name \_\_\_\_\_ Social Security # \_\_\_\_\_  
Last First Middle Initial

Please list maiden name or any other name under which transcripts may be listed \_\_\_\_\_

Mailing address \_\_\_\_\_  
Number Street Apt. No.

City State Zip Country (if not U.S.)

E-Mail Address: \_\_\_\_\_ Telephone: Home: ( ) \_\_\_\_\_ Work: ( ) \_\_\_\_\_

Date of Birth (month / date / year) \_\_\_\_\_ Country of Citizenship \_\_\_\_\_

Residence Status (if not U.S. citizen) \_\_\_\_\_ Country of Birth \_\_\_\_\_

The following question is optional and will not be used in consideration of your application for Admission.

With which category do you most identify yourself?:

- Asian/Pacific Islander  African American  Multi-Racial  
 Hispanic  White/Caucasian  Other \_\_\_\_\_

Year of desired entrance \_\_\_\_\_  Full-Time  
 Fall Semester (August)  Spring Semester (January)  Part-Time

List all post-secondary education. Please begin with school most recently attended.

INSTITUTION NAME	ADDRESS	FROM/TO	DEGREE	DATE AWARDED
_____	_____	____/____	_____	_____
_____	_____	____/____	_____	_____
_____	_____	____/____	_____	_____

List chronologically all positions that you have had since obtaining your teaching certificate beginning with your present or most recent position. You may attach a resume or additional information.

POSITION AND MAJOR RESPONSIBILITIES	EMPLOYER/ADDRESS	DATES OF EMPLOYMENT FROM/TO
1. _____	_____	____/____
2. _____	_____	____/____
3. _____	_____	____/____
4. _____	_____	____/____

I certify that all of the information on this application is true and complete.

Signature of Applicant

Date



## Academic Recommendation for Applicant

### To be completed by Applicant:

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Anticipated starting date: \_\_\_\_\_ Concentration \_\_\_\_\_

I release my rights to view this recommendation, now and in the future.

I do not release my rights to view this recommendation.

6301 Riverdale Ave.  
Riverdale, NY 10471  
718.405.3322  
www.mountsaintvincent.edu

Signature \_\_\_\_\_

### To be completed by former/current instructor:

The above candidate has applied for admission to the College of Mount Saint Vincent seeking a Master of Science in Education. We would greatly value your appraisal of his/her abilities and potential, either in response to the questions on this form or in a separate letter. Your prompt response will be appreciated by both the candidate and the College.

Describe the length and nature of your relationship with the applicant: \_\_\_\_\_

\_\_\_\_\_

Please rate the applicant in relation to other students in his/her graduating class:

	No basis for judgement	Below Average (Lowest 40%)	Average (Middle 20%)	Good (Next 15%)	Very Good (Next highest 15 %)	Outstanding (Highest 10%)	Exceptional
<b>Native Intelligence</b> (analytical powers, rigor of thought, critical facility, reasoning ability)							
<b>Independence of Thought</b> (originality, imagination, creative intelligence)							
<b>Effectiveness of Communication: Oral</b>							
<b>Effectiveness of Communication: Written</b>							
<b>Industry and Motivation</b> (persistence, self-discipline, study techniques)							
<b>Judgement and Maturity</b> (conscientiousness, common sense)							
<b>Leadership Ability</b>							

**Additional Comments:** \_\_\_\_\_

\_\_\_\_\_

(You may attach a more detailed reference to this form.)

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

Print Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please return to the Office of Graduate Studies, College of Mount Saint Vincent, 6301 Riverdale Ave., Riverdale, NY 10471-1093.



## Professional Recommendation for Applicant

### To be completed by Applicant:

Name \_\_\_\_\_ Social Security No. \_\_\_\_\_

Anticipated starting date: \_\_\_\_\_ Concentration \_\_\_\_\_

I release my rights to view this recommendation, now and in the future.

I do not release my rights to view this recommendation.

6301 Riverdale Ave.  
Riverdale, NY 10471  
718.405.3322  
www.mountsaintvincent.edu

Signature \_\_\_\_\_

### To be completed by former/current supervisor:

The above candidate has applied for admission to the College of Mount Saint Vincent seeking a Master of Science in Education. We would greatly value your appraisal of his/her abilities and potential, either in response to the questions on this form or in a separate letter. Your prompt response will be appreciated by both the candidate and the College.

Describe the length and nature of your relationship with the applicant: \_\_\_\_\_

\_\_\_\_\_

Please rate the applicant in relation to others working in a similar capacity:

	No basis for judgement	Below Average (Lowest 40%)	Average (Middle 20%)	Good (Next 15%)	Very Good (Next highest 15%)	Outstanding (Highest 10%)	Exceptional
<b>Native Intelligence</b> (analytical powers, rigor of thought, critical facility, reasoning ability)							
<b>Independence of Thought</b> (originality, imagination, creative intelligence)							
<b>Effectiveness of Communication: Oral</b>							
<b>Effectiveness of Communication: Written</b>							
<b>Industry and Motivation</b> (persistence, self-discipline, study techniques)							
<b>Judgement and Maturity</b> (conscientiousness, common sense)							
<b>Leadership Ability</b>							

**Additional Comments:** \_\_\_\_\_

\_\_\_\_\_

(You may attach a more detailed reference to this form.)

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

Print Name \_\_\_\_\_ Title \_\_\_\_\_

Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Please return to the Office of Graduate Studies, College of Mount Saint Vincent, 6301 Riverdale Ave., Riverdale, NY 10471-1093.