SAINT MICHAEL'S COLLEGE FOUNDED 1904

2011–2012 Application for Graduate Admission

GRADUATE ADMISSION APPLICATION INSTRUCTIONS

This is an application for admission to the Graduate Programs at Saint Michael's College. You can also apply online at www.smcvt.edu/graduate/admission. If you wish to register for a course, a registration form is required. For that form, visit our Web site at www.smcvt.edu/graduate/courses.

FOR ALL APPLICANTS

Each program's application requirements are slightly different. Please see the chart below to determine the materials you need for the program to which you are applying.

Saint Michael's Graduate Programs adhere to a rolling admission policy; therefore, applications are reviewed and decisions are made on an ongoing basis. However, to be considered for a particular term, you should have **all** of your materials submitted by the following dates:

Domestic:
Fall Term: July 1
Spring Term: December 1
Summer Term: April 1

International:
Fall Term: July 1
Spring Term: November 1
Summer Term: March 1

Otherwise, active applications may be automatically deferred to the next term. Accepted applicants must register for classes after admission in order to be considered matriculated at Saint Michael's College. If you are applying after the dates listed, please contact Graduate Admission for term availability.

CONTACT INFORMATION

Graduate Admission	802.654.2251
Clinical Psychology	802.654.2206
Graduate Education	802.654.2649
Teaching English to Speakers of Other Languages	802.654.2300

	Clinical Psychology	Education	TESOL
Completed Application	X	X	X
Official Transcript (s)	X *	X	X
Reference Forms **	X (2)	X (2)	X (2)
Letters of Recommendation	X (2)	optional	X (2)
Resume	optional	X	X
Essay ***	X	X	X
Application Fee ($40)	X	X	X
Interview (when file is complete)	X	X	optional

* Clinical Psychology applicants must show the following courses completed: General Psychology, Abnormal Psychology, Developmental Psychology, and one full year of Statistics and Research Methods.

** Reference Forms are included in the application or on the web for download at www.smcvt.edu/graduate/admission. All programs require two forms; most programs require accompanying letters of recommendation with the forms. All Education applicants, **including MATESOL/ESL Licensure**, must include one reference from a person who has observed the applicant's work with children/adolescents in a professional setting. Clinical Psychology applicants must include one academic reference accompanied by a letter of recommendation and one reference from a clinical supervisor with at least a master's degree verifying in an accompanying letter of recommendation that the applicant has completed 300 hours of effective mental health work experience (paid or volunteer).

*** Essay instructions are included in this application.

FOR DOMESTIC (NON-INTERNATIONAL) APPLICANTS

Paper Application: Submit **all** of your application materials in one envelope. (We provide you with an SASE.) You need **all** transcripts from your undergraduate and graduate work (including transferred credits) mailed **to you**. Do not open. You need your Reference Forms and accompanying Recommendation Letters also mailed **to you**. Do not open.

Online Application: You can submit your application, fee, resume, essay and Reference Forms/Recommendation Letters all online. If you choose to apply online, you may have transcripts sent directly from the issuing institution to the Graduate Admission Office. We will notify you when your file is complete and ready for review by the Admission Committee.

FOR INTERNATIONAL APPLICANTS:

International applicants should follow the same admission procedures as domestic applicants. In addition, please note:

- International/foreign transcripts must be **in English**. Graduate Programs reserve the right to require applicants to submit an academic evaluation of their transcripts, if necessary.
- International applicants must submit the items requested in "For International Applicants" which is included in this application.

NAME: _____
please print

APPLYING FOR *(required)*

☐ Full-time ☐ Part-time

☐ Fall ☐ Spring ☐ Summer Year: 20_____

CLINICAL PSYCHOLOGY

☐ **Master of Arts (MA)**

Are you applying for the assistantship? _____ yes _____ no *(please check one)*
(Apply by July 1 and include a letter of interest in the position. Open to full-time students only.)

EDUCATION

Applicants who are applying to Vermont Educator's Licensure or Endorsement must also apply for a M.Ed., MATESOL, or C.A.G.S.

☐ **I am applying for a Vermont Educator's Initial Teacher Licensure** *(not a currently licensed teacher)*

____ Elementary (K-6)

____ Middle (Grades 5-9) with content area in: _____

____ Secondary (Grades 7-12) with content area in: _____

____ Special Educator ☐ K-8 ☐ Grade 7-age 21 ☐ K-age 21

____ Art ☐ PK-6 ☐ Grade 7-12 ☐ PK-12

____ Theater Arts (PK-12)

____ ESL ☐ PK-6 ☐ Grade 7-12 ☐ PK-12

☐ **I am applying for a Vermont Educator's Additional Endorsement** *(must be a currently licensed teacher)*

____ Reading/English Language Arts Specialist (PK-12) *(three years teaching experience required)*

____ School Principal (PK-12) *(three years teaching experience required)*

____ Special Educator ☐ K-8 ☐ Grade 7-age 21 ☐ K-age 21

____ Consulting Teacher (*licensed Spec. Ed. teachers only*) ☐ K-8 ☐ Grade 7-age 21 ☐ K-age 21

☐ **Master of Education (M.Ed.)** *(select one of the concentrations below)*

☐ Arts in Education ☐ Curriculum ☐ Reading ☐ School Leadership ☐ Special Education

☐ **Certificate of Advanced Graduate Studies (C.A.G.S., post-master's)** *(select one of the concentrations below)*

☐ Arts in Education ☐ Curriculum ☐ Reading ☐ School Leadership ☐ Special Education

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TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES

☐ **Master of Arts in Teaching English to Speakers of Other Languages (MATESOL)**

☐ **MATESOL/ESL Licensure** *(please also select: Vermont Educator's Initial Teacher's Licensure, ESL [PK-6, 7-12 or PK-12] above)*

☐ **MATESOL/ESL Endorsement** *(must be a currently licensed teacher)* ☐ PK-6 ☐ Grade 7-12 ☐ PK-12

☐ **Graduate Certificate in TESOL (post-bachelor's)**

☐ **Peace Corps Master's International Program (MIP)**

BIOGRAPHICAL INFORMATION

Name *(first, middle, last)* _____

Prefer to be call _____ Former last name *(s) (if any)* _____

Title *(optional)* _____

Mailing Address _____

City _____ State/province _____ Country _____ Zip/postal code _____

Permanent Address *(if different)* _____

City _____ State/province _____ Country _____ Zip/postal code _____

Telephone (cell)_____ (work) _____ (home/other) _____

E-mail _____

Citizenship _____ Date of Birth *(optional)* ___ / ___ / _____ *(MM/DD/YEAR)*

SS# _____ Gender *(optional)* _____ Male _____ Female

Saint Michael's College is required to report racial composition of its student population to the United States Department of Education. Please indicate your racial/ethnic background by answering the questions below.

1. Are you Hispanic or Latino? ☐ Yes, Hispanic or Latino (including Spain) ☐ No

2. Regardless of your answer to the previous question, please check one or more of the following groups in which your consider yourself a member.

☐ American Indian (including all Original Peoples of the Americas)
☐ Asian (including Indian subcontinent and Philippines)
☐ Black or African American (including African and Caribbean)
☐ Native Hawaiian or Other Pacific Islander (Original Peoples)
☐ White (including Middle Eastern)

To what other graduate programs have you applied or are you applying? *(optional)* _____

_____

How did you hear about Saint Michael's Graduate Programs? Please be as specific as possible. *(optional)* _____

_____

COLLEGES AND UNIVERSITIES ATTENDED

Please note: Official transcripts (mailed directly from the accredited institution to you) of ALL undergraduate and graduate work must also be submitted.
The envelope must remain sealed to be official. Please note: Program directors may require foreign credentials to be evaluated independently.

Institution	Location/Address	Dates From/To	Degree Received or Credits Transferred	Date Awarded or Expected

NAME: _____
please print

EMPLOYMENT INFORMATION:

Please note: If a resume is required by the graduate program to which you are applying, please attach. Clinical Psychology applicants must list mental health experience (paid or volunteer) that meets the 300 hour requirement.

Employer	Location/Address	Dates From/To	Position

SIGN AND DATE THIS FORM

I agree that, if accepted, I will abide by all the rules and regulations governing the student body at Saint Michael's College. I understand that withholding information requested on this application or providing false information or materials will make me ineligible for admission to the College or subject to dismissal. With this in mind, I certify that the information provided and my application materials are true and complete.

_____

(Applicant's signature) (Date)

Saint Michael's College is committed to affirmative action and equal opportunity. It does not discriminate against students, employees, or applicants for admission or for employment on the basis of race, color, gender, gender identity, age, ethnicity, religion, sexual orientation, disability, or physical characteristics. Saint Michael's College complies with VSA Title 16 Sec. 176 (l) (c) (1) (C) which states credits earned at the school are transferable only at the discretion of the receiving school.

ESSAY INSTRUCTIONS

CLINICAL PSYCHOLOGY: Submit a three-to-five page (double-space), autobiographical essay describing how you became interested in a career in professional psychology, including those pivotal personal experiences as a student, intern, client or observer of the mental health system. This essay serves not only as a writing sample, but also to convey who you are as a person and how you see our program as compatible with your personal and professional goals.

EDUCATION: Submit a one-to-two page essay describing a significant experience that has influenced your life. Discuss how this experience shapes your thinking about yourself as an educator. Be specific and descriptive.

TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES: Submit a one-to-two page essay describing your educational career objectives with particular emphasis on the following: personal and career goals, relevant employment experience, why you wish to study at Saint Michael's College, and your ability and commitment to undertake graduate-level education at this time.

Submit all materials and $40 application fee to:
Graduate Admission, Saint Michael's College, One Winooski Park, Colchester, Vermont 05439 USA

SAINT MICHAEL'S COLLEGE FOUNDED 1904

Graduate Programs REFERENCE FORM

TO THE APPLICANT

Please complete **all** of the information on this side only, including waiver and signature at bottom. Give this form to your evaluator.

TO THE EVALUATOR

Please complete reverse side and **return this form to the applicant** in a sealed envelope. Please comment on this form or attach a letter of recommendation. Letters of recommendation must accompany this form for applicants to the Clinical Psychology, TESOL, and Theology Programs.

APPLICATION FOR

☐ Education ☐ Clinical Psychology* ☐ TESOL*

* Requires accompanying letters of recommendation.

APPLICANT INFORMATION

Name *(first, middle, last)* _____

Mailing Address _____

City _____ State/province _____ Country _____ Zip/postal code _____

EVALUATOR INFORMATION

Name *(first, middle, last)* _____

Position or Title _____

Organization or Business _____

Mailing Address _____

City _____ State/province _____ Country _____ Zip/postal code _____

Telephone _____ E-mail _____

TO THE APPLICANT

This recommendation will become part of your admission file. It will not be disclosed to any unauthorized person without your consent. If you matriculate at Saint Michael's College, you will be accorded access to its contents under the Family Educational Right and Privacy Act of 1974, unless you voluntarily waive your right of access. Please check one of the spaces and sign the statement below.

I have read the information above and hereby (waive _____ do not waive _____) my right of access to this document.

Signature of Applicant _____ Date _____

APPLICANT'S NAME: _____
please print

TO THE EVALUATOR

Complete the rating scale below by placing a check mark in appropriate box to right of each attribute. (Persons familiar with applicants for graduate study should interpret the rating scale as relating to the total population of such a group.)

Attribute	Outstanding (Top 2%)	Superior (Top 10%)	Good (Top 3rd)	Fair (Mid 10%)	Poor (Bottom 3rd)	Unable to Judge
Academic Ability						
Professional Competence						
Leadership Ability or Potential						
Self-Confidence						
Creativity/Originality						
Judgement/Common Sense						
Social and Interpersonal Competence						
Ability in Written Expression						
Motivation Toward Community Service						

SUMMARY EVALUATION

_____ I **strongly recommend** this applicant for admission and feel that he/she has the capability to perform at a superior level.

_____ I recommend this applicant for admission and feel his/her performance should be comparable to that of most graduate students.

_____ I feel that the applicant's qualifications are marginal, but if admitted, the applicant would greatly benefit from study in the program.

_____ I **do not recommend** this applicant for admission.

Evaluator's Name *(please print)*: _____

Signature of Evaluator _____ Date _____

☐ Letter of Recommendation attached *(required for Clinical Psychology and TESOL)*

Comments _____

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Graduate Admission Application Supplement INTERNATIONAL APPLICANTS ONLY

Name *(as it appears on your passport)* _____
please print

Country of Birth _____ Country of Citizenship _____

City of Birth _____ Date of Birth *(optional)* ___ / ___ / _____ *(MM/DD/YEAR)*

☐ TOEFL ☐ IELTS ☐ MELAB ☐ CAE ☐ APIEL *(for non-native speakers of English)* Test Score: _____

Official score reports must be sent from the testing agency directly to Saint Michael's College Graduate Admission, Saint Michael's College, One Winooski Park, Colchester, Vermont 05439. The following test minimum is required:

TEST	MINIMUM SCORE
TOEFL (Test of English as a Foreign Language)	550 (213 computer-based; 80 IB)
IELTS (International English Language Testing System)	6.5
MELAB (Michigan English Language Assessment Battery)	77-82
CAE (Certificate in Advanced English) / CPE (Certificate of Proficiency in English)	C
APIEL (Advanced Placement International English Program)	3
PTE (English Language Test)	62

Please fill out the following affidavit and supply documents (such as a bank statement or financial certification from employer). This is required for issuance of immigration documents (I-20 form).

I certify that I will have all necessary funds available to me for the period of study for which I have applied and for subsequent periods of study.

I will have $ _____ for the period of study of (weeks/months/years) _____

PRINT Name of person guaranteeing support _____ Date _____

PRINT Address of person guaranteeing support _____

City _____ State/province _____ Country _____ Zip/postal code _____

Telephone (home) _____ (work) _____ (cell) _____

E-mail _____

Signature of person guaranteeing support _____ Date _____

Signature of International Applicant _____ Date _____