

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: June 1

Spring Term: October 1

Summer Term: February 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
Theology and Pastoral Ministry	802.654.2579

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

* 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 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

- Full-time Part-time
 Fall Spring Summer Year: 20_____
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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.)
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EDUCATION

Applicants who are applying for Vermont Educator's Licensure must also apply for an MEd concentration, MATESOL or C.A.G.S.

- Vermont Educator's Licensure**
____ Art PK-6 Grade 7-12 PK-12
____ Theater Arts (PK-12)
____ ESL PK-6 Grade 7-12 PK-12
____ Reading/English Language Arts Specialist (PK-12)
____ School Principal
____ Elementary Level (K-6)
____ Middle Level (5-9) with content area in _____
____ Secondary Level (7-12) with content area in _____
____ Special Educator ____ Consulting Teacher K-8 Grade 7-age 21 K-age 21
I am currently a licensed teacher yes no

- Master of Education (MEd)** (circle one of the concentrations below)
Arts in Education / Curriculum / Reading / School Leadership / Special Education
- Certificate of Advanced Graduate Studies (CAGS, post-master's)** (circle one of the concentrations below)
Arts in Education / Curriculum / Reading / School Leadership / Special Education
-

TEACHING ENGLISH TO SPEAKERS OF OTHER LANGUAGES

- Master of Arts in Teaching English to Speakers of Other Languages (MATESOL)**
 MATESOL/K-12 ESL Licensure (please also select: Vermont Educator's License, ESL [PK-6, 7-12 or K-12] above)
 MATESOL/K-12 ESL Endorsement (must be a currently licensed teacher)
 Graduate Certificate in TESOL (post-bachelor's)
 Peace Corps Master's International Program (MIP)
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THEOLOGY AND PASTORAL MINISTRY

- Master of Arts in Theology and Pastoral Ministry (MA)** (circle one of the concentrations below)
Pastoral Ministry–Spirituality / Scripture / Theology-Semantics / Undecided
- Graduate Certificate (post-bachelor's)**
 Certificate of Advanced Specialization (CAS, post-master's)

BIOGRAPHICAL INFORMATION

Name (*first, middle, last*) _____

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

Title (*optional*) _____ Religious Community (*optional*) _____

Mailing Address _____

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

Permanent Address (*if different*) _____

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

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

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 you 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	Date Awarded or Expected

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.

NAME: _____
please print

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.

THEOLOGY AND PASTORAL MINISTRY: Describe your educational and ministry background and reasons for desiring a degree or certificate in the Graduate Theology Program. The essay should also include specific goals you seek to achieve as a result of matriculation in the program.

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