

UNIVERSITY OF  
**ILLINOIS**  
SPRINGFIELD



LEADERSHIP  
**lived**

**Graduate**  
application for  
admission

[www.uis.edu](http://www.uis.edu)

# UNIVERSITY OF ILLINOIS SPRINGFIELD

## Contact information .....

University of Illinois Springfield  
Office of Admissions  
One University Plaza, MS UHB 1080  
Springfield, IL 62703-5407  
Phone: (888) 977-4847  
Fax: (217) 206-6620

## An Invitation to Visit our Campus .....

The Office of Admissions welcomes you to our campus Monday-Friday (except holidays). Appointments to meet admissions counselors, graduate programs, faculty, financial aid advisors, and to schedule campus and housing tours may be made by calling our office at (217) 206-4847 or toll-free (888) 977-4847.

## Application Deadlines .....

For best consideration, applicants may apply up to one year in advance of their desired enrollment date. Applications should be complete at least two months prior to their desired enrollment date for adequate processing time. For Graduate Assistantship/Graduate Public Service Internship consideration, applicants must be admitted to a graduate program of study prior to March 15th.

### Save Time – Apply Online at [go.uis.edu/applytoday/](http://go.uis.edu/applytoday/)

Online applications may be processed faster than paper applications. To apply online, go to [go.uis.edu/applytoday/](http://go.uis.edu/applytoday/). If you apply online, be sure to send us: your official transcripts, test scores (if required), and any other required application materials. You may pay your application fee online after submission of your application on your Application Status page, send your application fee by check or money order, or submit an application fee waiver to the UIS Office of Admissions. If you apply online do not also submit a paper application.

## Who Should Use this Application .....

This is an application for graduate degree and non-degree or certificate students.

A graduate applicant is a degree-seeking student who applies for admission and has

- Earned or plans to earn a Bachelor’s Degree from a regionally accredited post-secondary institution by their term of entry to UIS, **OR**
- Earned or plans to earn a Master’s Degree from a regionally accredited post-secondary institution by their term of entry to UIS.

A certificate applicant is a student who

- Plans to apply for a graduate certificate, certificate of advanced study, or certification, **AND**
- Earned or plans to earn a Bachelor’s Degree from a regionally accredited post-secondary institution by their term of entry to UIS, **OR**
- Earned or plans to earn a Master’s Degree from a regionally accredited post-secondary institution by their term of entry to UIS.
- Certificate students are typically not eligible for financial assistance.

A non-degree applicant is a student who

- Already holds a Bachelor’s Degree and desires to take classes at UIS but does not wish to earn a degree. Non-degree is a guest status and is typically not eligible for financial assistance.

### **Application Review and Decision Notification**

The Office of Admissions will review your application only after we receive your completed, signed application, appropriate application fee, and current transcripts. Applicants will be forwarded to the chosen graduate program of study on a rolling basis. Applicants will be notified as soon as decisions are received from the chosen program. While applications are at the program for a decision, applicants should contact the program to check the status of the application.

Graduate applications will be evaluated based on the following criteria: college academic coursework, standardized test scores and grade point average, statement of academic and career goals, and letters of recommendation. UIS requires a minimum GPA of 2.5 on a 4.0 scale to be considered for full admission to any program (programs may require higher). Programs may grant conditional admission to persons with less than the required GPA with the additional requirement of completing eight semester hours of courses at UIS (exclusive of pre-requisites) with a grade point average of at least a 3.0. If conditional admission is granted, the program will specify which courses must be completed. Applicants should consult their chosen program of study about which credentials they require as well as application deadlines.

**Use the Checklist on page 8-9 to ensure you submit all required and/or requested materials.**

### **Other information .....**

- Use of your Social Security Number (SSN). We are requesting your Social Security Number 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. A Social Security Number is required if you are applying for financial aid, plan to claim an education tax credit on your federal tax return, or plan to work on campus, but is not required for admission to the University. Providing a Social Security Number 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. A Social Security Number is required for IRS reporting requirements. You may be subjected to IRS penalties if you do not provide your Social Security Number. The University has a strong commitment to ensuring the privacy and confidentiality of student records and will not disclose your Social Security Number without your consent for any purpose except as allowed by law. Foreign national students may be subjects to different rules when claiming educational tax credits.

- **Criminal Disclosure.** The University of Illinois Springfield is committed to maintaining a safe environment for all members of the University community. As part of this commitment, the University requires applicants who have pending criminal charges or have been convicted of a felony crime to disclose this information as a mandatory step in the application process. In addition, if you have ever been expelled or dismissed from an educational institution for disciplinary reasons, an accurate and complete explanation of the circumstances and your current status is required as part of the admission process. A previous conviction, pending criminal charges, or other expulsion or dismissal does not automatically bar admission to the University, but does require review and evaluation.
- All records submitted by and on behalf of you become the property of the University of Illinois Springfield. They will not be released or forwarded to other educational institutions, agencies, people, or returned to you.

## **Need-Based Aid . . . . .**

For consideration of need-based aid, the Free Application for Federal Student Aid (FAFSA) must be completed. We recommend that students complete their FAFSA form as soon after October 1st as possible. For more information, please visit the Office of Financial Assistance at 206-6724 or via the web at [www.uis.edu/financialaid/](http://www.uis.edu/financialaid/).

## **Graduate Assistantship/ Graduate Public Service Internship Applicants . . . . .**

Priority Application Date of March 15th

In order to be eligible for consideration, applicants must be admitted into a UIS graduate degree program. To facilitate file completion and admission, applicants are strongly encouraged to initiate the application process at least three months prior to the GA/GPSI deadline. Files completed after March 15th will be added to the pool of eligible candidates after the first round selection process is completed.

For more information regarding GA/GPSI and graduate admission, please visit our website at [www.uis.edu/graduateeducation/](http://www.uis.edu/graduateeducation/) (select the “Financial Information” link).

# Graduate Assistantship (GA) And/or Graduate Public Service Internship (GPSI) Application Instructions

University of Illinois Springfield's Graduate Assistantship (GA) and Graduate Public Service Internship (GPSI) programs are designed to provide funding to aid in defraying educational costs for assistants/interns, to provide high quality graduate-level learning experiences for Master's degree candidates, and to assist academic programs, public affairs research centers, and other campus units in fulfilling their missions.

GA and GPSI candidates are selected through a competitive process based upon applicants' qualifications and fit with departmental or agency needs.

To be appointed to a GA or GPSI position, students must be admitted to graduate study or must already be enrolled and in good standing in a graduate program at the university with no incomplete grades.

Because being both a graduate student and a GA or GPSI will occupy most of your time, we do not recommend that you hold an outside job during your assistantship/internship. Nevertheless, we do not prohibit you from holding off-campus employment; however, it shall be considered secondary and shall not interfere with responsibilities assigned in the student's academic program or GA/GPSI placement.

For the academic year beginning in August, an applicant's file must be **complete** by March 15 to be eligible for first round interview consideration. A complete file consists of a GA/GPSI application, resumé, personal goal statement, three letters of reference, transcripts (required for GA program only and will be sent to the GA office by the Office of Admissions), and admission to a graduate degree program, including payment of the required graduate admission application fee. **To facilitate file completion, applicants are strongly encouraged to initiate the application process at least three months prior to the application deadline.** Files completed after March 15 will be added to the pool of eligible applicants after the first round selection process is completed. Applicants should visit each website to be informed of any deadlines for subsequent rounds.

To have your application considered for a GA and/or GPSI position you must:

1. Complete the UIS Application for Graduate Admission or apply for UIS admission online at [go.uis.edu/applytoday/](http://go.uis.edu/applytoday/)

Submit the application form and forward transcripts from all colleges and universities attended to:

Office of Admissions  
University of Illinois Springfield  
One University Plaza, MS UHB 1080  
Springfield, IL 62703-5407

2. Applying to the GA and GPSI Programs requires completion of an online application. You may apply for one or both programs by completing one application. Applications can be completed by accessing either of the following websites:

**GA:** <http://www.uis.edu/graduateassistantships/apply/application/>

**GPSI:** <http://www.uis.edu/graduateinternprograms/gpsi/prospectiveinterns/applicationinfo/>

3. Apply for admission to a graduate degree program by completing a program application form (if applicable) and meeting program application requirements.
4. Email a resumé and personal goal statement to both the GA and GPSI programs if you are applying to both.  
[gaprogram@uis.edu](mailto:gaprogram@uis.edu) • [gpsimail@uis.edu](mailto:gpsimail@uis.edu)
5. Three reference letters (dated within the past 18 months) must be submitted on your behalf for your GA/GPSI applicant file. **NOTE:** At least two letters must be completed by a faculty member or academic advisor familiar with your academic work; the third letter may be completed by a current or former employer. We ask that reference letters be submitted on business or college letterhead and they must be submitted by the letter writers by US mail, fax, or emailed from the letter writers personal or professional email address. (Please refer to the GA and GPSI contact information on the following blue page.) **We cannot accept reference letters from the applicants.**

If you are applying to both the GA & GPSI programs, only one letter from each reference is required. Copies will be provided to both offices.

6. The personal goal statement must be specific to the GA/GPSI programs and written using your own words based on your own life experiences. The statement must be submitted **on our form** and should be typed, single-spaced and no more than two pages in length. The questions should be left in the body of the form as they appear.

The form can be found on either of the above GA or GPSI websites.

If you have been assigned a University Id Number (UIN) please include your UIN number on the personal goal statement form. Submit this form via email to [gaprogram@uis.edu](mailto:gaprogram@uis.edu) and/or [gpsimail@uis.edu](mailto:gpsimail@uis.edu).

**NOTE:** This form is interchangeable between the GA and GPSI programs. There is no need to complete one form for a GA position and one form for a GPSI position.

7. International applicants are welcome to apply to the GA and GPSI programs; however, F-1 visa status is required to be eligible for both programs. Proof of F-1 visa status must be on file with the GPSI office before any GPSI interviews are scheduled. Proof of F-1 visa status must be on file with the GA office before an assistant is allowed to begin working. **INTERNATIONAL STUDENTS:** The GA/GPSI personal goal statement must be submitted for GA/GPSI application purposes. We cannot accept the Statement of Purpose provided with your application for admission.
8. Please note that if you are currently completing an UNDERGRADUATE degree and are applying to the GA/GPSI programs, your undergraduate degree **must** be officially posted and the final transcript submitted to the UIS Office of Admissions **before** you are eligible to begin working in either your assistantship or internship position.

If you are currently completing a UIS GRADUATE degree and are applying to the GA/GPSI programs, please contact the GA and/or GPSI programs to determine application eligibility.

9. FERPA GPA Release Form required for GPSI applicants. Please see GPSI website for detailed information and form at <http://www.uis.edu/graduateinternprograms/gpsi/prospectiveinterns/applicationinfo/>

#### CONTACT INFORMATION:

##### GRADUATE ASSISTANTSHIP

Graduate Assistantship Office, PAC 518  
University of Illinois Springfield  
One University Plaza, MS PAC 525  
Springfield, IL 62703-5407  
(217) 206-6544 • [gapro@uis.edu](mailto:gapro@uis.edu)

##### GRADUATE PUBLIC SERVICE INTERNSHIP

GPSI Program, BRK 475  
University of Illinois Springfield  
One University Plaza, MS BRK 475  
Springfield, IL 62703-5407  
(217) 206-6158 • [gpsimail@uis.edu](mailto:gpsimail@uis.edu)

---

To find out more information about an additional funding opportunity for your graduate degree program at UIS, please check the Whitney M. Young Graduate Fellowship website at <http://www.uis.edu/graduateinternprograms/>.

# Academic Programs .....

Use this list to complete Intended Academic Program on page 2 of the application form. Failure to list the correct program name and code may result in incorrect program selection or inability to process your application.

## Intended Program

<b>Program Name</b>	<b>Code</b>		
Accountancy (MA)	40PE0071MA	Marriage, Couple and Family Counseling	40PG5554MA
Athletic Training (MAT)	40PH5185MAT	School Counseling	40PG5556MA
Business Administration (MBA)		Human Services (MA)	
<i>(on campus)</i>	40PE9875MBA	Alcohol & Substance Abuse	40PG9904MA
Communication (MA)	40PH9953MA	Child & Family Studies	40PG9906MA
Computer Science (MS) <i>(on campus)</i>	40PH0112MS	Gerontology	40PG9955MA
Computer Science (MS) <i>(online)</i>	40PH0112MSU	Social Services Administration	
Data Analytics (MS) <i>(on campus)</i>	40PH5520MS	<i>(on campus)</i>	40PG9956MA
Data Analytics (MS) <i>(online)</i>	40PH5520MSU	Social Services Administration	
Education (MA) <i>(online)</i>	40PG5412MAU	<i>(online)</i>	40PG9956MAU
Educational Leadership (MA)	40PG9725MA	Legal Studies (MA) <i>(on campus)</i>	40PF1410MA
English (MA)	40PH0311MA	Legal Studies (MA) <i>(online)</i>	40PF1410MAU
Digital Publishing	40PH5583MA	Liberal & Integrative Studies (MA)	
Digital Pedagogy	40PH5582MA	<i>(on campus)</i>	40PH5172MA
Environmental Sciences – General (MS)	40PF9912MS	Liberal & Integrative Studies (MA)	
Environmental Sciences – General (MS)		<i>(online)</i>	40PH5172MAU
<i>(online)</i>	40PF9912MSU	Management Information Systems	
Environmental Studies (MA)		(MS) <i>(on campus)</i>	40PE9890MS
Environmental Humanities	40PF9920MA	Management Information Systems	
Environmental Planning & Management <i>(on campus)</i>	40PF5162MA	(MS) <i>(online)</i>	40PE9890MSU
Environmental Planning & Management <i>(online)</i>	40PF5162MAU	Political Science (MA)	40PF0343MA
Sustainable Development & Policy <i>(on campus)</i>	40PF5161MS	Political Science (MA) <i>(online)</i>	40PF0343MAU
Sustainable Development & Policy <i>(online)</i>	40PF5161MSU	Public Administration (MPA)	
History (MA)	40PH0342MA	<i>(on campus)</i>	40PF0339MPA
American History	40PH5154MA	Public Administration (MPA) <i>(online)</i>	40PF0339MPAU
European & World History	40PH5155MA	Public Administration (DPA)	40PF0339DPA
Public History	40PH5156MA	Public Affairs Reporting (MA)	40PF1629MA
Human Development Counseling (MA)		Public Health (MPH) <i>(on campus)</i>	40PF9860MPH
Clinical Mental Health Counseling	40PG5555MA	Public Health (MPH) <i>(online)</i>	40PF9860MPHU
		Environmental Health (MPH)	
		<i>(on campus)</i>	40PF5044MPH
		Environmental Health (MPH)	
		<i>(online)</i>	40PF5044MPHU
		Graduate Non-Degree	40SB9949NDEG



## Graduate Certificates

<b>Certificate Name</b>	<b>Code</b>
Alcohol and Substance Abuse	40PG3981CERT
Applied Finance	40PE5592NDEG
Business Analytics ( <i>on campus</i> )	40PE5640NDEG
Business Analytics ( <i>online</i> )	40PE5640NDEU
Business Intelligence ( <i>on campus</i> )	40PE5454NDEG
Business Intelligence ( <i>online</i> )	40PE5454NDEU
Business Process Management ( <i>on campus</i> )	40PE5159NDEG
Business Process Management ( <i>online</i> )	40PE5159NDEU
Community Health Education ( <i>on campus</i> )	40PF5042CERT
Community Health Education ( <i>online</i> )	40PF5042CERU
Community Planning ( <i>online</i> )	40PF5340CERU
Community Planning ( <i>campus and online</i> )	40PF5340CERT
Emergency Preparedness & Homeland Security ( <i>on campus</i> )	40PF5036CERT
Emergency Preparedness & Homeland Security ( <i>online</i> )	40PF5036CERU
Entrepreneurship	40PE5324NDEG
Environmental Health ( <i>on campus</i> )	40PF5044NDEG
Environmental Health ( <i>online</i> )	40PF5044NDEU
Environmental Risk Assessment ( <i>on campus</i> )	40PF9947NDEG
Environmental Risk Assessment ( <i>online</i> )	40PF9947NDEU
Epidemiology ( <i>on campus</i> )	40PF1239CERT
Epidemiology ( <i>online</i> )	40PF1239CERU
Geographic Information Systems ( <i>on campus</i> )	40PF5322NDEG
Geographic Information Systems ( <i>online</i> )	40PF5322NDEU
Health Care Management	40PE5632NDEG
Higher Education Online Pedagogy ( <i>online</i> )	40PG5415NDEU
Human Resource Management ( <i>online</i> )	40PE5325NDEU
Information Assurance ( <i>online</i> )	40PH4024NDEU
IT Project Management ( <i>on campus</i> )	40PE5157NDEG
IT Project Management ( <i>online</i> )	40PE5157NDEU
Learning and Leadership ( <i>online</i> )	40PG5499NDEU

Management of Non-Profit Organizations ( <i>on campus</i> )	40PF3984CERT
Management of Non-Profit Organizations ( <i>online</i> )	40PF3984CERU
Operations and Supply Chain Management	40PE5530NDEG
Practical Politics ( <i>on campus</i> )	40PF5323NDEG
Public Procurement Management ( <i>online</i> )	40PF5675CERU
Public Sector Labor Relations ( <i>on campus</i> )	40PF9945NDEG
Systems Security ( <i>online</i> )	40PH4023NDEU
Teaching English	40PH5299CERT
Women & Gender Studies	40PH5160NDEG

## Certificates of Advanced Study

	<b>Code</b>
Chief School Business Officer Endorsement ( <i>online</i> )	40PG5038CASU
Superintendent Endorsement	40PG5037CAS

## Licensure<sup>1</sup>

	<b>Code</b>
English as a Second Language ( <i>online</i> )	40PG1198CERU
K-12 Educational Technology ( <i>online</i> )	40PG5413CERU
Learning Behavior Specialist I ( <i>online</i> )	40PG5397NDEU
School Administrative (Licensure Sequence)	
Principal Preparation	40PG9943NDEG
Superintendent	40PG9944NDEG
School Counselor	40PG3982NDEG
Teacher Education (Licensure Sequence) <sup>2</sup>	
Elementary Education	40PG9940NDEG
Secondary Education ( <i>on campus</i> )	40PG9941NDEG
Secondary Education ( <i>online</i> )	40PG9941NDEU

## Professional Development

<b>Sequence Name</b>	<b>Code</b>
Graduate Professional Development Sequence in Gerontology	40PG3983NDEG

<sup>1</sup>Illinois Educator Licensure (K-12)

<sup>2</sup>Undergraduate Coursework

## Average Costs for 2018-2019 .....

As of July 30, 2018 (based upon 12 hours of enrollment each term)

Illinois Residents		Non-Illinois Residents	
Tuition	\$7,896	Tuition	\$16,200
Fees & Assessments	\$4,014	Fees & Assessments	\$4,014
Books, supplies, parking	\$1,260	Books, supplies, parking	\$1,260
Total		Total	
	\$13,170		\$21,474

*Note: These figures are subject to change by the University of Illinois Board of Trustees and are not the Financial Assistance Total Estimation of Cost.*

The commitment of the University to the most fundamental principles of academic freedom, equality of opportunity, and human dignity requires that decisions involving students and employees be based on individual merit and be free from invidious discrimination in all its forms, whether or not specifically prohibited by law.

The policy of the University of Illinois is to comply with all federal and state non-discrimination, equal opportunity, and affirmative action laws, orders, and regulations. The University of Illinois will not discriminate against any person because of race, color, religion, sex, national origin, ancestry, age, marital status, handicap, unfavorable discharge from the military, or status as a disabled veteran or veteran of the Vietnam era. This nondiscrimination policy applies to admission, employment, and access to and treatment in University programs and activities.

Among the forms of invidious discrimination prohibited by University policy and law is sexual orientation. Complaints of invidious discrimination based solely upon policy are to be resolved within existing University procedures.

For additional information on the equal opportunity and affirmative action policies of the University, please contact the Associate Chancellor for Access and Equal Opportunity:

Office of Access and Equal Opportunity  
 University of Illinois Springfield  
 One University Plaza, MS PAC 563  
 Springfield, IL 62703-5407  
 (217) 206-6222  
[www.uis.edu/aeo/](http://www.uis.edu/aeo/)

*This publication was produced by the Office of Campus Services in collaboration with the Office of Admissions. The University of Illinois is an equal opportunity, affirmative action institution.*

## Checklist .....

This is a self-managed application. It is the student's responsibility to submit all required and/or requested materials. You may submit them in one packet or separately.

This application is only valid for the term for which you are applying. If you do not enroll for that term or defer your application to a future term (before the start of classes), you will be required to submit another application and application fee. Supporting materials may also need to be re-sent.

### All Applicants

- Accurate Email Address. We will communicate important information via email. Please submit an email address that will be checked frequently and notify the Office of Admission if you change it.
- If you wish to receive text notification when you are admitted, please submit cell phone number and carrier information.
- Academic Program and/or Certificate selection. Use the list of Academic Programs to complete your academic goals including Intended Academic Program and Certificate selections. Refer to the list of Academic Program, Graduate Certificate, Certificate of Advanced Study, and Certification codes on page 5.
- English as a Second Language. The ESL program works with international and domestic students whose native language is not English. Students do not need to be enrolled at UIS to take advantage of these programs. Credit classes are offered year round. More information can be found at [www.uis.edu/esl/](http://www.uis.edu/esl/). If you are interested in these programs while a UIS Student, please mark the appropriate place on Page 2 of the application form.
- Transcripts/Marksheets. College transcripts must be sent from any college coursework, even if the coursework will not count in your chosen degree program.
- Official Test Scores. GRE or GMAT scores may be required by your chosen academic program. Official test scores should be sent to the Office of Admissions and will be forwarded onto the chosen academic programs with your credentials. To have GRE or GMAT scores reported to UIS use school code 1787.
- Statement of Academic and Career Goals/Writing Sample. Applicants may be required to provide written evidence of their ability to perform at a high academic level by submitting a goals statement or writing sample. Consult your chosen academic program for requirements.
- Letter of Recommendation. Applicants may be required to provide letters of recommendation. Consult your chosen academic program for requirements.

## Checklist continued .....

- Application Fee. Please submit a nonrefundable \$60 application fee (\$75 for international applicants) or a completed fee waiver form. A fee waiver request form can be found at [www.uis.edu/admissions/forms/](http://www.uis.edu/admissions/forms/).
- Submit the Completed Application. All questions must be completed unless indicated as optional. Students need to sign and date the paper application and submit all supporting materials. For an online application, the submission acts as the signature.

### International Applicants

- International Applicants must meet all entrance requirements for graduate admission.
- English Language Requirement. If your native language is not English, you must submit official TOEFL (code 1787), IELTS, or UIS administered MELICET scores.
- Additionally, you will need to submit documentation required for issuance of I-20.

All credentials supplied must be official and submitted in English. If your transcripts/marksheets are not in English, please utilize World Education Service (WES), Education Credentials Evaluators, Inc. (ECE), or AACRAO International Education Services (IES).

### Certificate/Certificate of Advanced Study/Certification Applicants

- Require admission to that specific certificate.
- Transcripts from all colleges/university attended are required.
- During the application process, applicants will be admitted as a non-degree student to facilitate registration and will be re-coded once the chosen certificate has made a decision to admit. While under non-degree status all restrictions of that status apply. Please note that certificate students are typically not eligible for financial assistance.



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



# Application for Graduate Admission

Office of Admissions • University Hall • One University Plaza, MS UHB 1080 • Springfield, IL 62703-5407  
 Admissions (217) 206-4847 • Financial Assistance (217) 206-6724  
 Registration (217) 206-6174 • Toll Free (888) 977-4847

<b>NAME</b> First name _____	Middle name _____	Last name _____	Previous name, if applicable First/ Middle/Last _____
------------------------------	-------------------	-----------------	---

**EMAIL ADDRESS** *(Required for International Students)* Preferred email address for all official UIS communications. \_\_\_\_\_

Have you ever applied to the University of Illinois (any campus, including UIS)?  Yes  No If yes, please list your University Identification Number (UIN) \_\_\_\_\_

**GENERAL INFORMATION**

Male  Female Date of Birth \_\_\_\_\_ Social Security Number (See disclosure)\* \_\_\_\_\_

Place of Birth\* City \_\_\_\_\_ State \_\_\_\_\_ Nation (if not U.S.) \_\_\_\_\_

**\*If born outside of the U.S., please provide proof of U.S. Citizenship++**

I am a U.S. Citizen.

I am a Permanent Resident. *Enclose a copy of your alien registration card.* ++  I have other Immigrant Status. *Enclose a copy of your documentation of other status.* ++  
 Please list: \_\_\_\_\_

Non-U.S. Citizens indicate nation of citizenship \_\_\_\_\_

**++Documentation of your status must be submitted with this application. Application will not be processed without documentation.**

<b>CURRENT MAILING ADDRESS</b>	<b>PERMANENT HOME ADDRESS</b> <i>(Give only if different from current mailing address.)</i>
Street Address / Rural Route / P.O. Box _____ Apt. _____	Street Address / Rural Route / P.O. Box _____ Apt. _____
City _____ State _____	City _____ State _____
Zip Code + extension _____ County _____	Zip Code + extension _____ County _____
Nation _____ Mailing Address Phone _____	Nation _____

Mobile Phone \_\_\_\_\_ Primary Phone \_\_\_\_\_ Evening Phone \_\_\_\_\_

**EDUCATIONAL HISTORY** *It is very important that you provide complete information. There is additional space on back of application if needed.*

**COLLEGES AND UNIVERSITIES ATTENDED** *All applicants must list all colleges and universities attended. Include the University of Illinois Springfield. Give country if not in the U.S.*

**Prior College 1 Name** \_\_\_\_\_ Degree \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ From Date \_\_\_\_\_ To Date \_\_\_\_\_

Not in the U.S. Nation \_\_\_\_\_

**Prior College 2 Name** \_\_\_\_\_ Degree \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ From Date \_\_\_\_\_ To Date \_\_\_\_\_

Not in the U.S. Nation \_\_\_\_\_

**Prior College 3 Name** \_\_\_\_\_ Degree \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ From Date \_\_\_\_\_ To Date \_\_\_\_\_

Not in the U.S. Nation \_\_\_\_\_



**Racial and Ethnic Identification**

Your response to these items is voluntary. Please enter your ethnic and racial identification information to help the University meet its federal reporting obligations. Additional information about these regulations is available on the University of Illinois web site at [https://www.vpaa.uillinois.edu/resources/governance\\_\\_\\_regulation](https://www.vpaa.uillinois.edu/resources/governance___regulation).

Racial Identification (select as many as apply):

- American Indian or Alaska Native       Asian       Black or African American       Native Hawaiian or other Pacific Islander       White       Other

Ethnic Identification (select one):  Hispanic or Latino       Not Hispanic or Latino

**Are you a veteran of U.S. military service?**  Yes  No

If yes, you may wish to submit a photocopy of your DD214 for a possible 4 hours of credit.

**CRIMINAL DISCLOSURE** *This section must be completed and submitted by all applicants.*

1. Do you have criminal charges pending against you or have you been convicted of a felony crime?  Yes  No  
 2. Have you been expelled or dismissed from an educational institution for disciplinary reasons?  Yes  No

If you answered "Yes" to either of these questions, you must submit the following information: a brief, accurate explanation, location of conviction (city, state, nation) pending criminal charge(s), suspension(s), or expulsion, date and court disposition, in English. This statement must also include a grant of irrevocable authorization to the University for complete access to criminal records, if any. Applicants are responsible for verifying receipt by the University.

Complete information must be sent at the time of application for admission to:  
 Review Committee  
 c/o Associate Dean of Students  
 University of Illinois Springfield  
 One University Plaza, MS SAB 23  
 Springfield, IL 62703-5407.

**TEXT NOTIFICATION** Would you like text notification?

- Yes  No (If yes, list mobile phone on page 1.)

**I am applying as a** (see page 2 for definitions):

- Graduate       Certificate       Non-Degree (note restrictions, below)

**For which term do you wish to apply?**

- Spring       Fall       Summer      Year \_\_\_\_\_

Are you an Illinois Resident?  Yes  No      Length of time in Illinois: Year(s) \_\_\_\_\_ Month(s) \_\_\_\_\_

**EDUCATIONAL GOALS**

I wish to pursue a:  Master's Degree       Second Master's Degree       Doctoral Degree       Certificate       I am a Non-Degree Seeking Student

Non-Degree Seeking Students:

- Yes I have read and understand that I do not wish to pursue a degree, but want to take courses as a non-degree seeking student.** I may take up to 12 semester hours as an graduate student before I will be required to clarify my student status. Any hours completed may or may not count toward graduation requirements and students must inquire with and receive graduate program approval for any hours completed to be counted. (Please complete the colleges/universities attended and courses in progress sections.) Please note that non-degree students are typically not eligible for financial assistance. Please call the Office of Financial Assistance at (217) 206-6724 if you have questions.  
 I am applying for the Intensive English Language Program.  
 I am interested in the ESL courses to improve my English Language skills.

**INTENDED ACADEMIC PROGRAM** *Please see Page 5 for lists and codes.*

Program Name \_\_\_\_\_ Code \_\_\_\_\_

Certificate Name \_\_\_\_\_ Code \_\_\_\_\_

I plan to earn the Illinois State Board of Education Teaching Certificate in:  Elementary Education       Secondary Education

**IMPORTANT FOR ALL APPLICANTS**

All students pursuing a degree or certificate must provide the Office of Admissions with all official transcripts sent directly from your school(s), including the school you are currently attending. You will then need to submit the final transcript upon completion of your last term there. Non-degree seeking students will be required to submit official transcripts prior to pursuing a degree or certificate.

**DISCLOSURE STATEMENT**

I understand that withholding pertinent information requested on this application or giving false information will make me ineligible for admission to the University or subject to cancellation of registration if admission has been granted. I certify that the statements on this application are correct and complete, including a report of all possible collegiate credit as described in the application for admission instructions. I give my permission to officials at all the institutions I have attended to release information needed by the University of Illinois Springfield to substantiate statements I have made on this application. I have or will have received a United States bachelor's degree or its accepted equivalent by the term of entry. I understand that all records submitted by me or on my behalf become the property of the University of Illinois Springfield.

**SIGNATURE** \_\_\_\_\_ **DATE** \_\_\_\_\_

**IS YOUR APPLICATION COMPLETE?**

Be sure that:

- All official transcripts have been requested to be sent to UIS (address on front page).  
 Application is signed.  
 Test scores have been requested to be sent to UIS.  
 \$60 Application Fee (or waiver request) is enclosed (\$75 for international applicants)

