



SOUTHERN UNIVERSITY

AT

NEW ORLEANS

**APPLICATION FOR
GRADUATE ADMISSION**

6400 PRESS DRIVE • NEW ORLEANS, LOUISIANA 70126 • (504) 284-5484

www.SUNO.edu

GENERAL INFORMATION

Please read the instructions carefully before completing the application. For more information, visit the University's web site at www.suno.edu. *All* credentials must be submitted along with the completed application prior to admission to the University. **All records submitted become the property of Southern University at New Orleans, and cannot be returned.**

PROGRAM ADMISSION

There are two levels of admission: (1) Admission to the School of Graduate Studies and (2) admission to the degree-granting program. Admission to the School of Graduate Studies is a prerequisite for admission to the graduate degree program. The following are needed for admission:

- Baccalaureate degree from a college or university approved by a recognized accrediting agency.
- Grade point ratios of at least **2.5** for undergraduate work and **3.0** for all graduate and post-bachelor work for which a grade is given. (A-4, B-3, C-2, D-1, F-0, WF considered F)
- Satisfactory academic standing at the last college or university attended, meaning the applicant must be eligible for re-entry in good standing.
- Satisfactory admission test scores (GRE or GMAT) where required by the specific degree-granting program for which the applicant is applying.

APPLICATION PROCEDURES

The following must be submitted to the School of Graduate Studies in order to be considered for admission:

- One completed application
- One completed medical form
- Personal statement (minimum 300 words typewritten, double spaced and 1 inch margins)
- Official copies of transcripts from all undergraduate and graduate institutions attended (transcripts must be sealed in an envelope from each institution attended).
- Three professional typewritten letters of recommendation on letterhead paper addressed to the Dean of the School of Graduate Studies, sealed by the recommender and signed across the flap.
- GRE/GMAT Admission test scores as required by the degree-granting program (test scores older than five years at the time of submission will not be accepted) and
- A non-refundable application fee of \$25 (\$35 for international students) in the form of a cashier's check or money order made payable to Southern University at New Orleans. **PLEASE SUBMIT ALL DOCUMENTS IN ONE LARGE ENVELOPE.**

INTERNATIONAL STUDENTS

- International students must have a minimum composite score of 500 on the Test of English as a Foreign Language (TOEFL) with at least 50 on the listening comprehension component. Individual programs may require higher scores. Applications from international students are due 90 days prior to the semester of desired initial entry in order to allow enough time for a letter of acceptance and an I-20 form to be sent out. Fees submitted must be payable in U.S. dollars. A student needing to take the TOEFL should write directly to: TOEFL, Educational Testing Service, Princeton, New Jersey 08540.
- A student who requires a student visa may not be admitted on probation or conditionally. Applicants needing their transcript(s) evaluated should submit their transcript to World Education Services (WES) for transcript evaluation and have WES forward officially translated transcript(s) to the School of Graduate Studies at Southern University at New Orleans. A statement of financial status must also be submitted, indicating financial ability to remain at the University long enough to complete all degree requirements. Each international student must submit the statement prior to evaluation for admission.

RE-ENTRY

- Students who have interrupted their program resident at the University and have not registered for one regular semester or more, must file an application for re-entry. A student in attendance during the spring semester, but not during the summer semester need not file for re-entry for the fall semester. Degree students must submit a supplemental transcript if any work has been taken at another institution during the interim.

TRANSFER STUDENT REFERENCE FORM

- Students currently enrolled in graduate programs elsewhere and wish to register for transfer credit will not be required to submit complete transcripts, but they may submit a transcript or a Transfer Student Reference Form as proof of good standing from the last institution attended. They should also submit a statement of the highest degree attained with a statement that the course(s) taken at SUNO will be accepted at the institution issuing the letter. A new application and letter of good standing must be submitted each semester that the student plans to register. The letter of good standing must come from the dean of the student's originating institution.

Southern University at New Orleans is open to all persons who meet the admission requirements and qualifications, regardless of race, creed, color, sex, age, national origin, or disability. In all programs and operations of the University, no distinction is made between persons on the basis of race, creed, color, sex, age, national origin, or disability.

APPLICATION FEE \$25.00

INTERNATIONAL FEE \$35.00

Please submit your application to:

Southern University at New Orleans - School of Graduate Studies - 6400 Press Drive - New Orleans, Louisiana 70126 (504) 284-5484

SOUTHERN UNIVERSITY AT NEW ORLEANS

PLEASE READ CAREFULLY BEFORE COMPLETING THIS SECTION. Please type or print (in ink) all information. The application must be submitted by the deadline to be processed on time.

ADMISSIONS STATUS (Please check one)

New
 Transfer
 Re-Admit
 Special/Exchange
 Summer Only

Planned Entry Date: Semester _____ Year _____

Services for Students with Disabilities (504) 286-5335 Veterans Affairs (504) 286-5389

SOCIAL SECURITY NUMBER

FULL NAME (LAST, FIRST, MIDDLE INITIAL)

PERMANENT HOME ADDRESS OR MAILING ADDRESS, STATE, ZIP CODE

LOCAL ADDRESS OR MAILING ADDRESS, STATE, ZIP CODE

HOME TELEPHONE NUMBER **DATE OF BIRTH (MM/DD/YY)** **PLACE OF BIRTH** **GENDER (M/F)**

(_ _ _) _ _ _ _ _ / _ _ / _ _ _ _____ _____
Country (if not United States)

Email _____ Visa (International Students Only) _____ Expiration Date _____

Date of Active Duty (for military service) _____ Dependent _____

Branch of Service _____ Spouse _____

Non-Veteran to _____ Child _____

ETHNICITY (Check one)

CITIZENSHIP

(Voluntary and will not be used in a non-discriminatory manner consistent with applicable civil rights laws)

Asian	Black/African-American Non-Hispanic	Native Hawaiian or other Pacific Islander	Foreign/Non- Resident Alien
American Indian or Alaskan Native	Hispanic of Any Race	White, Non-Hispanic	Race/Ethnicity Unknown
Bi- or Multi-Racial			

EMERGENCY CONTACT _____

Relationship _____ Telephone Number _____

Address (if different from student) _____
Number and Street City State Zip Code

Applicant's Current Occupation _____ Work Number _____

_____ Place of Employment Address City State Zip Code

EDUCATIONAL DATA

NAME OF INSTITUTION	CITY AND STATE	DATES OF ATTENDANCE	DEGREE EARNED

Please list all colleges and universities (including SUNO) you have attended. FAILURE TO ACKNOWLEDGE ATTENDANCE AT A COLLEGE OR UNIVERSITY MAY RESULT IN DISMISSAL FROM THE UNIVERSITY. All applicants are required to have official transcripts in sealed envelopes from the school(s) attended. Faxed or electronically transmitted transcripts are not official.

APPLICATION DEADLINES

	Fall	Spring	Summer
<input type="checkbox"/> Master of Science, Computer Information Systems	July 1 st	December 1 st	May 1 st
<input type="checkbox"/> Master of Arts, Criminal Justice	July 1 st	December 1 st	No Entry
<input type="checkbox"/> Master of Arts, Museum Studies	July 1 st	December 1 st	May 1 st
<input type="checkbox"/> Master of Social Work	March 31 st	No Entry	March 31 st
	<i>Regular Admission</i>	<i>Advanced Standing</i>	

PLEASE INDICATE THE PROGRAM FOR WHICH YOU ARE APPLYING

Southern University at New Orleans is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, GA 30033-4097, (770-679-4501) to award associate, bachelor, and master degrees.

The School of Social Work is accredited by the Council on Social Work Education. The College of Education and Human Development is approved by the Louisiana Department of Education and is also accredited by the National Council for Accreditation of Teacher Education (NCATE). The College of Business and Public Administration is accredited by the Association to Advance Collegiate Schools of Business (AACSB) International.

Have you been suspended or dismissed from any college or university for scholastic or disciplinary reasons? Yes No

If so, give the name of the institution(s), date, and reason for the dismissal.

I UNDERSTAND THAT FALSIFICATION OF ANY INFORMATION MAY RESULT IN MY NOT BEING ACCEPTED OR MY BEING DISMISSED FROM SOUTHERN UNIVERSITY AT NEW ORLEANS. I ALSO UNDERSTAND THAT FASIFICATION OF ANY INFORMATION MAY AFFECT MY FINANCIAL AID STATUS.

Email _____ Mobile Phone Number _____

Signature _____ Date _____

THANK YOU FOR YOUR INTEREST IN SOUTHERN UNIVERSITY AT NEW ORLEANS

FOR INTERNATIONAL STUDENTS ONLY

Birth City _____

State _____

Country _____

Nation _____

High School attended _____

Year of Graduation _____

G.P.A. _____