CAPITOL COLLEGE GRADUATE STUDIES

Application for Admission

To be considered for admission, this application must be supported by: (1) a non-refundable $25 application fee; and (2) an official transcript from degree-granting institution (if you attended more than one college/university, transcripts showing last 60 hours).

Name _____
First Middle Last Social Security Number

Maiden or other names _____ Marital Status (optional): _____

Address _____
Street Apt. City State Zip County

Country of citizenship _____

If not U.S., please give visa type, country of citizenship or alien registration number _____

Residence phone _____ Work phone _____ Email address _____

Gender: __Male __Female Birth Date: _____ Birth Place: _____

Do you have any Special Assistance Disabilities __Y __N If yes, please explain: _____

Ethnic origin (optional, information used only for federal government reports and to promote affirmative action)

__Asian or Pacific Islander __Black, Non-Hispanic __Hispanic
__Native American __Non-resident alien __White

Degree program: __IA __NS __CS __ITSM __EE __MBA __Certificate Only

Indicate what year you are applying for and circle the appropriate session boxes below: _____

SPRING	SUMMER	FALL
Please mark one box above and one box below		
16 Week Semester	8 Week Term I	8 Week Term II

Have you previously applied for admission to Capitol College? __N __Y If yes, when? _____

Current Employer Position Title Nature of Position Original Hire Date

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Educational Background:

Please complete the table below and submit one copy of your official transcript from the degree-granting institution (to include no less than the last 60 hours of credit) to the following address:

Capitol College, Office of Graduate Admissions, 11301 Springfield Road, Laurel, MD 20708

Institution	Location	Years of Attendance	Degree	Major	GPA

Statement of Educational and Professional Objectives:

Please use the space below (or attach a separate sheet) describing your scholarly and professional plans, as well as your interest in and preparation for the area of emphasis within your intended program.

Tuition Payment Arrangements:

Please mark the appropriate selection as to how you intend to handle tuition payments:

___Sponsored by private company ___Tuition reimbursement ___Financial Aid
___Sponsored by government ___Veteran Benefits ___Self

Veteran Benefits or Government Sponsored Students Only:
Pursuant to the provisions of the Family Educational Rights and Privacy Act of 1974 (Public Law 93-380), I hereby authorize Capitol College to release all final course grades, for courses taken with the Graduate School to appropriate education officials at my military installation or civilian place of employment. (This release is given expressly to certify enrollment information for tuition assistance, for promotion requirements or for receiving veteran benefits and not for other purposes.)

Signature: Date:

All applicants:
I consent to and authorize the reproduction and use by Capitol College of any and all photographs taken of me in relation to the college. In making this application, I accept and agree to abide by the policies and regulations of Capitol College concerning drugs and alcohol abuse and I understand that the unlawful use of drugs or alcohol will subject me to the penalties contained in those policies and regulations. I certify that the information contained herein is complete and accurate and that I have attended, or am attending, no institution other than those listed. I understand that all documents submitted for admission consideration become the property of Capitol College and will not be returned to me, or duplicated for me, for any reason. I also understand that acceptance to Capitol College is subject to verification of final records from all institutions I have attended and that giving false information on this application may be considered grounds for refusal of admission or subsequent dismissal.

Signature: Date:

Capitol College actively subscribes to a policy of equal educational and employment opportunity and, in accordance with Title IX of the education amendments of 1972, does not discriminate on the basis of race, color, sex, handicap, religion, national or ethnic origin in admission, treatment of students or employment.