



INTERNATIONAL STUDENT APPLICATION FOR GRADUATE ADMISSION

7400 Bay Road • University Center, MI 48710 USA
www.svsu.edu/gradadm • gradadm@svsu.edu

INSTRUCTIONS

Each application is considered individually. Admission is based on academic preparation and demonstrated ability. Before you begin, please read and follow these instructions.

A \$75 non-refundable application fee is required at the time you submit this application and includes the cost of international delivery of the admission letter and I-20 Certificate of Eligibility for Non-immigrant (F-1) Student Status.

CHECKLIST TO COMPLETE YOUR APPLICATION

1. Complete all sections of this application form, including signature and provide the following documents:
 - a. A copy of your passport (if available)
 - b. Official or certified copies of all post-secondary transcripts translated into English
 - c. A one-page Personal Statement of Accomplishments and Academic Goals
 - d. Current resume
 - e. Additional information as required by the selected academic program, such as test results, recommendation letters, etc. (SEE BELOW)
 - f. Results of the TOEFL or IELTS
 - g. Evidence of financial support
 - h. Non-refundable \$75 application fee

PERSONAL STATEMENT OF ACCOMPLISHMENTS AND ACADEMIC GOALS

Please submit a one-page statement summarizing your plans for graduate study. Your statement should be a concise, well-written essay about your background, academic and career goals, and how Saginaw Valley State University's graduate program will help you meet your career and educational objectives.

RESUME

Please attach a current resume with this application and include your education and any professional experience. Include information regarding positions and settings in which you have been employed, including the duties and dates, as well as relevant involvement in professional and voluntary organizations, honors, publications, presentations and continuing education experiences. **NOTE: Professional experience is NOT a requirement for admission.**

ADDITIONAL INFORMATION/RECOMMENDATIONS

Select programs require letters of recommendation from educators or employers who can evaluate your academic potential. Most useful will be references who can speak to your recent educational and/or professional experience. They should NOT be friends or relatives.

The following academic programs require recommendations and/or additional information:

Master of Arts Communication & Digital Media (CDM)

- Three letters of professional reference

Master of Business Administration (MBA)

- Two letters of recommendation
- Results of the Graduate Management Admissions Test (GMAT) sent to SVSU by the Educational Testing Service

Master of Science Health Leadership (MSHL)

- Two letters of recommendation, preferably from educators or employers

Master of Science in Nursing (MSN)

- Non-Canadian international applicants must submit a “Full Education Course by Course Report” by The Commission on Graduates of Foreign Nursing Schools www.cgfns.com
- A scholarly goal statement of 750-1,000 words with at least two scholarly references in APA format
- Additional admission criteria (e.g. interview) may be required based on record review

Master of Science in Occupational Therapy- Entry Level (MSOT • ENTRY LEVEL)

Preparation for admission to the MSOT Entry Level program requires completion of the required general education courses and prerequisite courses for a minimum of 80 credit hours. Following successful completion of all general education and prerequisite courses, with a grade equivalent of no less than 2.00 in each course, and an overall GPA of no less than 3.00 (based on a 4.00 scale), students may apply for admission to the Master of Science in Occupational Therapy - Entry Level Program. *PLEASE NOTE: A felony conviction may affect a graduate's ability to sit for the NBCOT certification examination, attain state licensure, or obtain employment as an Occupational Therapist. It may also affect your assignment to clinical learning facilities for completion of the program.* A background check will be required at the time of application. Go to www.CertifiedBackground.com and click on “Students”. In the Package Code box, enter the package code ai96 ‘occupational therapy.’”

- Submit results of criminal background check
- Provide verification of completion of a minimum of 60 hours of volunteer/work experience with special needs population

Master of Science in Occupational Therapy - Advanced Practice (MSOT • ADVANCED LEVEL)

The following requirements must be met for admittance in the Advanced Practice MSOT program:

- An earned undergraduate degree in occupational therapy from an accredited college or university
- Current registration, licensure, or eligibility for initial certification by the NBCOT as an occupational therapist in the United States, or eligible for Michigan registration

Saginaw Valley State University's Occupational Therapy program is accredited by the Accreditation Council for Occupational Therapy (ACOTE) affiliated with the American Occupational Therapy Association (AOTA) located at 4720 Montgomery Lane, PO Box 31220, Bethesda, MD 20824-1220, (301) 652-2682, www.aota.org.

Master of Science Energy & Materials (MEM)

- Two letters of recommendation from a professor or employer

Master of Arts in Teaching (MAT)

- Two letters of professional reference

Master of Arts Instructional Technology (MAIT)

- Two letters of professional reference

Master of Arts E-Learning (MAEL)

- Two letters of professional reference

Master of Education (M.Ed)

- Two letters of professional reference

Educational Specialist (Ed.S)

- A professional vita
- Two letters of recommendation from professional educators or supervisors

ENGLISH LANGUAGE REQUIREMENTS FOR ADMISSION

Minimum TOEFL scores vary by academic program, see requirements below. SVSU's English Language Program is available for students without a TOEFL or IELTS score or whose score is below the required minimum. Students without sufficient scores MAY BE "conditionally" admitted into a graduate program, with "full" admission granted after the English requirement is satisfied.

ACADEMIC PROGRAM	TOEFL Paper-Based	TOEFL Internet- Based	TOEFL Computer- Based	IELTS Band
Master of Arts Administrative Science (MAS)	580	92	237	7.0
Master of Arts Communication & Digital Media (CDM)	540	76	207	6.5
Master of Business Administration (MBA)	550	79	213	6.5 - 7.0
Master of Science Health Leadership (MSHL)	580	92	237	7.0
Master of Science in Nursing (MSN)	580	92	237	7.0
Master of Science in Occupational Therapy (MSOT)	525	71	197	6.0
Master of Science Energy & Materials (MEM)	550	79	213	6.5 - 7.0
Master of Arts in Teaching (MAT)	550	79	213	6.5 - 7.0
Master of Arts Instructional Technology (MAIT)	550	79	213	6.5 - 7.0
Master of Arts E-Learning MAEL)	550	79	213	6.5 - 7.0
Master of Education (M.Ed)	550	79	213	6.5 - 7.0
Educational Specialist (Ed.S)	550	79	213	6.5 - 7.0

EMPLOYMENT

You must NOT plan to finance your education in the United States (U.S.) through employment. U.S. laws do not allow holders of F-1 student visas to accept off-campus jobs unless they have received specific authorization from the U.S. Government. International students are eligible for up to a maximum of 20 hours of ON-CAMPUS employment during the fall and winter semesters and 40 hours of ON-CAMPUS employment during the spring and summer, and may compete with other students for on-campus positions.

APPLICATION FEE PAYMENT

The non-refundable application fee of \$75 covers the processing of your application as well as the cost of mailing your admission documents. Your application will not be processed without this fee. There are three, methods of payment.

- Draft or Money Order - You can pay with either a bank draft or a money order for \$75 drawn on a United States bank in U.S. dollars. The check must be made payable to Saginaw Valley State University. Do not send personal checks or bank drafts drawn on local (non-U.S.) banks.
- Credit Card - You can pay by Visa, MasterCard or Discover Card by completing the information below.

For payment by credit card, please provide the following information:

Visa MasterCard Discover Card

Credit Card Number				Card Holder's Name (please print)							
Card Holder's Signature						Expiration Date (___/___)		3 Digit Security Code (back of card)			

By signing this, I understand that my credit card will be charged a non-refundable fee of \$75 for the processing of this application.

FOR OFFICE USE ONLY:

Student ID Number _____
 Academic Program _____
 Start Term _____

INSTRUCTIONS

APPLICATION

Please type or print CLEARLY.

Last/Family Name (as it appears on your passport)		First/Given Name (as it appears on your passport)		Middle Name
Permanent Mailing Address in Applicant's Home Country Street Address or Post Office (P.O.) Box (REQUIRED)				
City	State/Province/District	ZIP/Postal Code	Country	
Telephone Number (Country Code - City Code - Area Code & Number)			Alternate Number (Country Code - City Code - Area Code & Number)	
E-mail Address (REQUIRED) :			Fax (if available) (Country Code - City Code - Area Code & Number)	
Gender <input type="checkbox"/> Male <input type="checkbox"/> Female	U.S. Social Security Number (if available)			
	Date of Birth (month/day/year)			
City of Birth		Country of Birth		Country of Citizenship
Permanent Resident of the United States (U.S.) <input type="checkbox"/> Yes <input type="checkbox"/> No		VISA Type		

Mailing Address for I-20 Certificate of Eligibility for Non-immigrant (F-1) Student Status if different from above (optional)

Last Name		First Name		Middle Name
Street Address or P.O. Box				
City	State/Province/District	ZIP/Postal Code	Country	
Telephone Number (Country Code - City Code - Area Code & Number)			Fax (if available) (Country Code - City Code - Area Code & Number)	
E-mail Address (REQUIRED)				

Emergency Contact can include an individual living outside of the U.S.

Last Name		First Name		Middle Name
Telephone Number (Country Code - City Code - Area Code & Number)			Fax (if available) (Country Code - City Code - Area Code & Number)	
Relationship				

Do you plan to live on campus? Yes No

Which semester do you wish to apply for?

- Fall 20 _____ (late August to mid-December -14 weeks)
- Winter 20 _____ (early January to late April -14 weeks)
- Spring 20 _____ (early May to late June -7 weeks)
- Summer 20 _____ (late June to mid August -7 weeks)

Degree Program Desired

- Master of Arts Administrative Science (MAS) (optional)
 - Univ. College Student Affairs Admin. Track
 - Univ. College Student Affairs Admin. Certificate Only
 - Workplace Conflict Resolution Certificate
- Master of Arts Communication & Digital Media (CDM)
- Master of Business Administration (MBA)
- Master of Science in Nursing (MSN)
 - Advanced Clinical Practice (Family Nurse Practitioner)
 - Health System Nurse Specialist (Manager, Educator, Clinical Leader)
- Master of Science in Occupational Therapy (MSOT)
 - Entry Level
 - Advanced Practice Cognate Area of Interest _____
- Master of Science Health Leadership (MSHL)
- Master of Science Energy & Materials (MEM)
- Master of Arts Instructional Technology (MAIT)
- Master of Arts E-Learning (MAEL)
- Master of Arts in Teaching (MAT)

(STUDENT DOES NOT EARN MICHIGAN TEACHER CERTIFICATE)

 - Elementary Classroom Teaching
 - Middle School Classroom Teaching
 - Secondary Classroom Teaching
 - Early Childhood Education
 - Natural Science
 - K-12 Literacy Specialist
 - Special Education
 - Urban Teaching
- Master of Education (M.Ed)
 - Educational Leadership
 - Principalship
- Education Specialist (Ed.S.)

Baccalaureate and Graduate Credit Earned

Please list all institutions from which all undergraduate or graduate credit was earned. International students must submit directly to Saginaw Valley State University all post secondary official transcripts or certified copies translated into English.

Name of Institution	City/State/Country	Degree	Date Earned

Did you attend any of these institutions under another name?

- Yes No If Yes, name _____

Test Results

Applicants whose native language is not English must demonstrate competency in English. Official TOEFL scores must be forwarded to Saginaw Valley State University (SVSU) to be considered for admission, (SVSU school code is 1766)

TOEFL Score or IELTS Band _____
TOEFL Test Date _____

If a TOEFL score has not been provided, will you be taking a TOEFL test prior to attending SVSU? Yes No

Saginaw Valley State University's English Language Program is available for students whose score is below the required minimum. Please refer to each individual graduate program for TOEFL score requirements.

Do you plan to study English Language before beginning the graduate program? Yes No

For MBA Applicants Only (SVSU school code is 1766)
GMAT Test Date _____
GMAT Score _____

APPLICATION *(continued)*

SVSU President's International Graduate Student Scholarship

Do you plan to apply for the SVSU President's International Graduate Student Scholarship? Yes No

Visit www.svsu.edu/international_grad_scholarship for application information.

Evidence of Financial Support

It is a requirement for admission that you can demonstrate the ability to pay for all of your education expenses at SVSU. The following documents may be used to provide evidence of financial support:

1. Official bank statement or letter from the bank indicating available funds sufficient to pay for all your educational expenses for the first academic year. This document must be signed and stamped by the bank official and be dated within 6 months of the date of application. Financial documents must be original, copies or faxes are not acceptable.
2. If the sponsor is anyone other than the student both the student and sponsor must fill out and sign the Declaration and Certification of Finances (below). Documents must be original, copies or faxes are not acceptable.

Sources of Funds (assured funds in U.S. currency for each academic year)

Last/Family Name(s) (Signature is required on certification below) (PLEASE PRINT)	\$
Your Government-Name of Agency (Enclose a signed, original copy of your letter of award)	\$
Other-Please specify (Enclose signed affidavits from authorized person or organization)	\$
Totals	\$

DECLARATION AND CERTIFICATION OF FINANCES

This is to certify that I have read the information furnished by the application on this form, that it is a TRUE and ACCURATE statement, and that the funds are available and will be provided as indicated.

Sponsor Name (please print here)	Signature Here	Date
Relationship to Applicant		

APPLICANT SIGNATURE

I certify that all of the answers I have given on this application along with the accompanying documents are complete and accurate to the best of my knowledge. I understand that withholding requested information may make me ineligible for admission or may result in dismissal from SVSU. I certify that I have sufficient funds to support myself while a student at SVSU and will bring the necessary funds with me.

Student Name (please print here)	Signature Here	Date
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Mail application and supporting materials to:

OFFICE OF GRADUATE ADMISSIONS

7400 Bay Road

University Center, MI 48710 USA

Telephone: (989) 964-6096

Fax: (989) 964-2788

E-mail: gradadm@svsu.edu

Web site: www.svsu.edu/gradadm



www.svsu.edu/gradadm

Saginaw Valley State University does not discriminate on the basis of disability in the recruitment and admission of students, the recruitment and employment of faculty or staff, or the operation of any of its programs, services or activities. Saginaw Valley State University will make every reasonable attempt to meet the needs of qualified individuals within a reasonable period of time, normally three weeks from the request for specific accommodations. Requests for accommodation should be made at the Office of Disability Services, 112 Curtiss Hall. SVSU does not provide personal care assistance for individuals.

SVSU does not discriminate based on race, religion, color, gender, sexual orientation, national origin, age, physical impairment, disability, or veteran status in the provision of education, employment and other services. SVSU will provide reasonable accommodations for those persons with disabilities.