



Framingham

STATE COLLEGE

Graduate and Continuing Education
100 State Street, P.O. Box 9101
Framingham, MA 01701-9101

Tel: 508.626.4550 Fax: 508.626.4030
dgce@framingham.edu
www.framingham.edu

Graduate Certificate Program

Application for Admission

Please check the appropriate certificate:

- Children's Literature
- Human Resource Management
- Instructional Technology Proficiency (offered online)
- Merchandising
- Nutrition Education (online)
- Nursing Education
- Post Baccalaureate Pre-Health Studies Certificate Program
- Sustainable Development and Policy

Instructions:

1. Complete and sign the application.
2. Enclose application fee of \$50.
3. Submit **official** transcript(s) showing degrees awarded and date(s).

4. All credentials should be forwarded to:

Graduate and Continuing Education
Graduate Certificate Programs
Framingham State College
100 State Street, P.O. Box 9101
Framingham, MA 01701-9101

A. Personal Information

Please Type or Print

Anticipated Term of Entry: Fall Spring Summer

Social Security Number (or FSC ID): _____ Date of Birth: _____
Month Day Year

Legal Name: _____
Last name/Surname First name Middle name

Other name(s) under which records may appear: _____
(e.g., maiden name) Last name/Surname First name

Have you ever been convicted of a felony? Yes No If yes, please explain: _____

Mailing address: _____
Number and Street

City State Zip Code Country, if foreign

Telephone number: _____
Area code + number

E-mail address: _____

Birthplace: _____
City State or province Country, if foreign

Ethnic/Racial Background

1. Are you Hispanic/Latino? Yes No
2. What is your racial background? (Choose all that apply)
 - American Indian/Alaskan Native Cape Verdean
 - Asian Native Hawaiian/Other Pacific Islander
 - Black/African American White

Citizenship (required)

- United States
- Permanent Resident
- Foreign (Country): _____
- Other (specify): _____

B. Education Graduate certificate students must have completed a bachelor's degree.

Obtain **official** transcript(s) showing degree(s) awarded and date(s).

Name of School	Location (City and State)	Degree	Date of Graduation
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Transfer Course

Those wishing to transfer one graduate course from another institution must submit an official transcript showing name of course and grade received for consideration.

Name of School	Name of Course	Grade	Date
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C. Employment Information

Employer	Position	Dates
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1.

2.

D. Statement of Purpose

Each candidate must submit a statement describing his or her goals including the specific context within which the Certificate, once awarded, will be applied (300 words; 600-1,000 words for the Post-Baccalaureate Pre-Health Studies Certificate Program). Please submit as a separate document.

General Information

ACADEMIC ADVISING

Academic Advisors are available both day and evening to assist you in making decisions. Please call 508-626-4550 to schedule an appointment.

ADMISSION TIMETABLE

Applications are reviewed throughout the year. No application will be reviewed unless it is complete. Most students can begin in a fall, spring, or summer semester.

SIGNATURE: All applications must be signed.

The College reserves the right to withdraw without notice any application which is not complete. All materials submitted become the property of the College. By my signature, I certify that the information I have provided about my academic and personal history and residency is accurate and complete. Failure to disclose any required information may result in denial of admission or retroactive administrative withdrawal from the College without refund or course credits.

I understand that information about applicants that is furnished to Framingham State College will be kept confidential and will only be released to public higher education system personnel and secondary school officials authorized to receive this information or to educational agencies and institutions for research purposes.

Applicant's Signature	Date
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NOTICE TO STUDENTS:

This bulletin/application is a guide for information and not a contract. The College reserves the right to change requirements for degrees, prerequisites, scheduling and all other information provided. The financial requirements of the College, legislative action and/or other circumstances may require adjustments to tuition and/or fees. The College reserves the right to make adjustments in these charges. Students acknowledge this reservation by submitting application for admission and/or by registering for classes.

NONDISCRIMINATION POLICY:

Framingham State College prohibits discrimination in education and employment on the basis of race, color, sexual orientation, religion, creed, disability, veteran status, age, national origin or marital status. The College is committed to providing fair treatment and equal opportunity in all aspects of the recruitment and admission of students through its policies and programs and as required by Federal and State laws and regulations. Inquiries regarding the application of these policies, laws and regulations may be referred to the Office of Affirmative Action/ADA Coordinator, Framingham State College, 100 State Street, P.O. Box 9101, Framingham, MA 01701-9101, or to the Office of the Assistant Secretary for Civil Rights, United States Department of Education, Washington, D.C.

Application Checklist

- Signed application form
- Application fee - \$50.00
- Statement of Purpose
- Official transcript(s) in sealed envelopes
- Letter(s) of recommendation (as it applies to the program of study)