Thank you for your interest in Immaculata's Doctor of Education (Ed.D.) in Higher Education Program which is approved by the Pennsylvania Department of Education. A complete application for admission will include the following:

1. A completed application form with $75.00 application fee (please make check payable to Immaculata University).
2. Official transcript(s) of your academic record from each undergraduate and graduate school attended. An official transcript verifying completion of prerequisite degrees is required. Official transcripts should be forwarded to you from the school registrar. Request that the school enclose the transcript(s) in a SEALED envelope, with the registrar's name signed across the seal. DO NOT OPEN THE ENVELOPE WHEN IT HAS BEEN RETURNED TO YOU. Transcripts may be submitted electronically from the academic institution directly to Immaculata University.
3. Two completed reference forms appraising your capacity for doctoral study. Note: Complete and sign the top portion of the reference form and forward it with an envelope to the individual who will be providing your reference. Write your name and address on the envelope, and when it has been returned to you, return the SEALED envelope with the rest of your application materials. DO NOT OPEN THE ENVELOPE WHEN IT HAS BEEN RETURNED TO YOU. References may be submitted via fax or email.
4. Writing sample: A two-page double-spaced, typed and signed statement of your professional pursuits in higher education. This statement should reflect the manner in which the doctoral program will support your professional goals.
5. Official TOEFL or IELTS score sent directly to the College of Graduate Studies if an international student. See the Graduate Catalog - Admissions - for full documentation required for international students.
6. Resume

Applications and supporting documents may be mailed or sent via electronic method.

Mailing Address:
Ed.D. Higher Education Admission Committee
Graduate Admission
Immaculata University
Lillian P. Lettiere Center #006
1145 King Road
Immaculata, PA 19345

Electronic Options:
gradadmission@immaculata.edu
Fax: 484-395-0068
National Student Clearinghouse #00327600ga
Parchment Exchange

Students may apply to the doctoral program in Higher Education for the Fall, Spring or Summer semesters. Application deadlines are: July 1 for Fall, November 1 for Spring, and April 1 for Summer.

Please contact the College of Graduate Studies Admission Office at 484-323-3223, if you have any questions regarding the Doctor of Education Ed.D. in Higher Education Program. The Graduate Admission fax number is 484-395-0068.
Program Emphasis

The Doctor of Education (Ed.D.) in Higher Education is designed for higher education administrator/faculty members who are seeking to advance their career opportunities by expanding their knowledge of current trends in higher education and developing their leadership skills. The program is also appropriate for individuals working in related fields who are seeking to make a career change.

The program will prepare students to meet the challenges of change in the higher education environment while maintaining the highest educational and ethical standards.

Admission and Retention Requirements

An applicant who has completed a master’s degree from an accredited institution and has completed undergraduate prerequisites in the proposed area of concentration with a B+ average may apply for admission to the Ed.D. Program.

Immaculata University uses the following criteria for making decisions concerning admission to the Ed.D. Program.

- Quality of previous academic work: Official transcripts required for verification.
- Test of English as a Foreign Language (TOEFL) or IELTS examination for internal students
- Personal qualities as presented by:
  - 2 letters of reference
  - Writing sample
  - Strength of interview

Admission to graduate study does not imply admission to candidacy for an advanced degree.

Tuition

Tuition and Fees may be found at www.immaculata.edu/admissions/graduate/tuition_fees.

Curriculum

Curriculum and course descriptions may be found at www.immaculata.edu/highered.

Non-Discriminatory Policy

Immaculata University is committed to the principle of equal education opportunity without discrimination because of a person's race, gender, ethnicity, religion, age, national origin, color, disability, marital status, veteran status or other classifications protected by law or University Policy.

Campus Safety and Protection Services and Statistics can be accessed at www.immaculata.edu/documents/administration/clery_statistics.pdf
IMMACULATA UNIVERSITY
COLLEGE OF GRADUATE STUDIES

DOCTOR OF EDUCATION ED.D. (Higher Education)
APPLICATION FOR ADMISSION

ADMISSION TERM/YEAR DESIRED:
FALL _______ SPRING _______ SUMMER _______

APPLICANT DATA: (Please type or print)

NAME ____________________________________________

If you have ever used a name other than your current name, list previous name(s)

ADDRESS __________________________________________

TELEPHONE ______________________________ E-MAIL ____________

BIRTHDATE: MM _____ DD ______ YYYYY __________

SOCIAL SECURITY NUMBER: ____________________________

SEX: Female _______ Male _______ VETERAN _______

U.S. CITIZEN: Yes ____ No** ____ (See Foreign Student Section)

RACE/ETHNICITY: 1) Are you: Hispanic _______ Not Hispanic _______

2) Select any/all that apply:
   American Indian or Alaska Native _______ Asian _______ Black or African American _______
   Native Hawaiian or other Pacific Islander _______ White _______

FOREIGN STUDENTS:

** Please Choose One:

( ) Permanent Resident/Green Card

( ) International Student (F1 required)

( ) Other

Type of Visa __________________________

PLACE OF BIRTH __________________________

CITY ___________________ COUNTRY _______

COUNTRY OF CITIZENSHIP __________________________

FIRST LANGUAGE (if other than English) __________________________

EDUCATIONAL DATA:

COLLEGES AND UNIVERSITIES ATTENDED
(Official copies of transcripts from all colleges/universities attended must be included with your application.)

Institution _______ Location _______ Date of Entrance _______ Date of Leaving _______ Date of Degree _______ Degree _______

Graduate

________________________________________

Undergraduate

________________________________________
Please list the name and title of persons whom you have asked to complete letters of reference:
(At least 1 academic reference. No references from friends, family members or personal therapists.)

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**WORK EXPERIENCE:** (Teaching, Industrial, Business, or other Professional Experience); **Resume required.** Activities in professional, community, and collegiate organizations: (Use separate sheet if needed.)

**STATEMENT:**
On separate sheets (8 1/2 x 11), please provide a two-page, double-spaced, typed statement of how this degree will compliment your professional goals. This statement is to be completed by all applicants.

All required application materials must be included in a single large envelop.

**APPLICATION FEE:**
There is a non-refundable application fee of $75.00 which must accompany the application. Please make checks payable to Immaculata University.

**EMERGENCY CONTACT:**
Name ______________________ Relationship ______________________ Telephone ______________________

Other than traffic offenses, have you ever been convicted of any misdemeanor, felony, or other crime or do you have any such charges pending? ___ Yes ___No

If you answered yes, please provide an explanation and the approximate dates of each incident. Attach your response to the application and include your name and date of birth on your attachment.

Depending on the above responses, the University reserves the right to request additional information and/or require a criminal background check, at the applicant’s expense. Applicants should be aware that certain academic programs require background checks and that criminal records prevent or limit admission.

*Note: Applicants are expected to notify the University immediately should there be any changes to the information requested in this application.

**ALL APPLICANTS PLEASE READ AND SIGN THE FOLLOWING**
I understand that appropriate Immaculata personnel will have access to my application student record and that withholding information requested or giving false information may make me ineligible for admission to the University and subject to dismissal. With this in mind, I certify that the above statements are correct and complete and if admitted, I agree to abide by the published policies, rules and regulations of Immaculata University. I agree to the requirements, and exemptions for the Ed.D. program.

Signature ______________________ Date ______________________

**Non-Discriminatory Policy**
Immaculata University is committed to the principle of equal educational opportunity without discrimination because of a person’s race, gender, ethnicity, religion, age, national origin, color, disability, marital status, veteran status or other classifications protected by law or University policy.

Campus Safety and Protection Services and Statistics can be accessed at http://www.immaculata.edu/documents/Administration/clery_statistics.pdf