

IMMACULATA UNIVERSITY DOCTOR OF EDUCATION (Ed.D.) APPLICATION PROCEDURE

Thank you for your interest in Immaculata's Doctor of Education (Ed.D.) Program which is approved by the Pennsylvania Department of Education. Applicants are required to submit all materials in a single large envelope. 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(s). 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.** If the seal has been broken on the envelope, your entire application will be returned to you.
3. Three 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.**
4. Writing sample: A two-page double-spaced, typed and signed statement of your educational pursuits in education. This statement should reflect the manner in which the doctoral program will support your professional goals.
5. Official TOEFL score sent directly to the College of Graduate Studies if an international student.
6. Resume

Please mail the completed application form, together with supporting documents to:

Doctor of Education Admission Committee
College of Graduate Studies
Immaculata University
Campus Box 500
1145 King Road
Immaculata, PA 19345-0500

Students may apply to the doctoral program in Educational Leadership and Administration for the Fall, Spring or Summer semesters. Application deadlines are: June 1 for Fall, November 1 for Spring, and March 1 for Summer.

Please contact the College of Graduate Studies Admission Office at (610) 647-4400 ext. 3215, if you have any questions regarding the Doctor of Education (Ed.D.) Program. The College of Graduate Studies Fax number is 610-993-8550.

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.**
- Acceptable score on Test of English as a Foreign Language (TOEFL) for International students.
- Personal qualities as presented by:

3 letters of reference
interview with faculty member
writing sample

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

Tuition

Cost of tuition for Doctoral courses for 2010-2011 is \$810.00 per credit.

Curriculum

The curriculum for the Ed.D. program is comprehensive and designed to meet state standards for Ed.D. programs and PDE standards for the preparation of superintendents and executive directors of the Intermediate Units. The curriculum also meets the most recent recommendations of regional and national professional educational organizations.

Program Emphasis:

- a. Core requirements are related to the professional content of K-12 school leadership.
- b. Various types of problems in educational leadership are included in course content which enables students to learn about problems and become involved in the decision making process.
- c. The linkage between theory and practice is clear as the program is problem based. The curriculum is a multi-level one which integrates Immaculata's interdisciplinary core graduate courses with the educational courses designed to prepare individuals to serve as educational leaders.

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
www.immaculata.edu/students/safetyandprotection.index.htm

APPLICATION FOR ADMISSION

OPTIONAL INFORMATION
(FOR STATISTICAL PURPOSES ONLY)
✓ CHECKED ITEMS

IMMACULATA UNIVERSITY
COLLEGE OF GRADUATE STUDIES
DOCTOR OF EDUCATION Ed.D.



APPLICANT'S DATA (Please type or print)

NAME _____
First Last Middle

If you have ever used a name other than your current name, list the previous name used _____

ADDRESS _____
Street City State Zip County

TELEPHONE _____
Home Work E Mail

ADMISSION DESIRED FOR: _____ SEPTEMBER _____ JANUARY _____ MAY

✓DATE OF BIRTH _____ ✓PLACE OF BIRTH _____

✓RACE 1) Are you ___Hispanic ___Not Hispanic 2) Select any/all that apply:
___American Indian or Alaskan Native ___Asian ___Black or African American
___Hispanic ___Native Hawaiian or Other Pacific Islander ___White

✓SOCIAL SECURITY NUMBER _____ (Required for financial aid)

✓SEX ___ Female ___ Male ✓VETERAN _____ ✓U.S. CITIZEN _____

EDUCATIONAL DATA

COLLEGES AND UNIVERSITIES ATTENDED (List most recent study first)

Institution Location Date of Entrance Date of Leaving Date of Degree Degree
Graduate

Undergraduate

Note: Official copies of transcripts from all colleges/universities attended must be included with your application.

FOREIGN STUDENTS:

✓PLACE OF BIRTH _____ ✓TYPE OF VISA _____

✓COUNTRY OF CITIZENSHIP _____

Please list the names and title of persons whom you have asked to complete letters of reference:

| Name | Title |
|-------|-------|
| _____ | _____ |
| _____ | _____ |
| _____ | _____ |

Work Experience (Teaching, Industrial, Business, or other Professional Experience). **Resume required.**

Activities in professional, community, and collegiate organizations:

STATEMENT:

On separate sheets (8 1/2 "x 11 "), please provide a two-page, double-spaced, typed statement of how this degree/certification will complement your professional goals. This statement is to be completed by all applicants. All required application materials must be included in a single large envelope.

Emergency Contact

NAME OF PERSON TO BE CONTACTED IN CASE OF EMERGENCY _____ Telephone _____

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

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 further understand that from the time I file my application with the College of Graduate Studies it is my responsibility to know all the rules, requirements, and exemptions for the Ed.D. program.

Signature

Date

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