



2014-15 INTERNATIONAL GRADUATE STUDIES APPLICATION PACKET

International Graduate Studies Application
Affidavit of Support Form

GANNON
UNIVERSITY

Believe in the possibilities.

Contact us.

- *International Admissions*: (001-1-814) 871-7480
Fax: (001-1-814) 871-5323
international@gannon.edu
- 109 University Square, Erie, PA 16541
- www.gannon.edu/international

Non-discrimination Policy

It is the policy of Gannon University to affirmatively implement equal opportunity to all qualified applicants and existing students and employees. In administering its affairs, the University shall not discriminate against any person on any basis prohibited by law. All aspects of employment including recruitment, selection, hiring, training, transfer, promotion, termination, compensation and benefits conform to this policy. All aspects of student affairs and education of students including recruitment, admissions, financial aid, placement, access to facilities, student discipline, student life and student employment conform to this policy. Questions or inquiries regarding the University's policy should be directed to the Director of Human Resources, Gannon University, 109 University Square, Erie, PA 16541-0001; phone (814) 871-5615.

Advocate for Campus Accessibility

Dr. Harvey Kanter is the 504/ADA coordinator for students who are impaired in ways requiring accommodation of facilities, programs, or services of the University. Students seeking information or assistance in any matter regarding accessibility or accommodations should contact him at (814) 871-5522 promptly upon admission to the University.

Gannon University pursues a policy of non-discrimination in all activities and programs under its sponsorship. Gannon University makes all decisions regarding selection for admission, financial assistance to students, application for employment, and all other personnel actions without regard to race, creed, color, national origin, age, sex or disability as defined by law. Questions or inquiries regarding the University's non-discrimination policy should be directed to the Director of Human Resources, Gannon University, 109 University Square, Erie, Pennsylvania 16541-0001; Phone (814) 871-5615.

GANNON UNIVERSITY

Graduate Studies Application Packet

for International Students

Doctor of Physical Therapy

Applicants to the Doctor of Physical Therapy program must contact the Office of Graduate Admissions for a Physical Therapy application packet. **DO NOT USE THIS APPLICATION.** (Please be advised that the application deadline for the DPT program is February 1.)

Occupational Therapy

The application deadline for the Occupational Therapy program is January 15. Applications will only be accepted for the Fall semester,

Clinical Mental Health Counseling

Applicants for the Master of Science in Clinical Mental Health Counseling must submit official transcripts, three letters of recommendation, and a 250 word essay explaining why they chose the Counseling profession and the Clinical Mental Health Counseling program. An interview is also required with the Director of the program. A phone interview may be scheduled by calling Dr. David Tobin at (814) 871-7537.

Required Information and Documents

All documents received must be official and sent directly to the Office of International Admissions and must be accompanied by official, English translations.

Completed application and supporting documents must be sent to:

Office of International Admissions
Gannon University
109 University Square
Erie, PA 16541-0001
U.S.A.

All documents become the permanent property of Gannon University and cannot be returned or transferred.

International Undergraduate Admissions Application. (Please print or type all information)

Application Fee

All first-time Gannon graduate students are required to submit a non-refundable application fee of U.S. \$25.00 drawn on a prime U.S. bank or international money order.

Academic Records

All applicants must request that **official** academic records from each college/university attended, accompanied by **official**, English translations, be forwarded to the Office of International Admissions. All transcripts become the property of Gannon University and cannot be returned to the applicant nor forwarded to a third party.

Exam Results

Please see your program's fact sheet to determine if a graduate entrance exam (i.e., GRE, GMAT or MAT) is required. **Official** test report of scores must be submitted by all degree-seeking students.

TOEFL/IELTS Scores

Official Test of English as a Foreign Language (TOEFL) scores or the IELTS if English is not your native language. A minimum score on the TOEFL exam of 550 (paper test), 213 (computer test), 79 (internet test), or 6.0 on IELTS is required for students who want to begin their degree upon arrival. Applicants who do not submit TOEFL or IELTS scores will be tested for English language proficiency upon arrival and placed into the appropriate level of ESL, if necessary. (ETS School Code: 2270) IELTS scores are also accepted.

Letters of Recommendation

Three letters of recommendation must be forwarded for all degree-seeking applicants. Letters should be submitted by individuals who are familiar with the student's academic and professional background. All recommendations become the property of Gannon University and cannot be returned to the applicant nor forwarded to a third party.

Affidavit of Support

Affidavit of Support Form along with bank statement showing in U.S. dollars the funds available to pay for your schooling and related expenses. This is required by United States immigration law for verification of financial resources available to meet your educational expenses.

Official Transcripts

Official transcripts sent directly from the Registrar's Office at the school attended to the Office of International Admissions from **every** college or university attended accompanied by **official** English translations, if necessary. (An evaluation from an international evaluation agency may be required under certain circumstances.) Failure to furnish all information will constitute reason for disqualification of application or subsequent dismissal.

If studying in the U.S., please submit a copy of your current or previous I-20s/DS-2019's, visa, passport and I-94 card.

Academic Programs

Doctoral Programs

Organizational Learning and Leadership (PHD-OLL)

Please do not use this application for the OLL program. The proper application is available online at www.gannon.edu/graduate.

Physical Therapy (DPT-PHYT)

Please do not use this application for the DPT program. The proper application is available online at www.gannon.edu/graduate.

Master's Degree Programs

Athletic Training

Business Administration (MBA) (MBA-BADM)

Finance*

Human Resource Management*

Marketing*

Clinical Mental Health Counseling (MS-CMHC)

Computer and Information Science

Applied Computer Science (MCIS-CIS)

Information Systems (MCIS-INFS)

Software Engineering (MCIS-SFEN)

Web Development (MCIS-WEBD)

Education

Electrical Engineering (MSE-ELEG)

Embedded Software Engineering (MSE-EMBS)

Engineering Management (MSE-ENGM)

English (MA-ENGL)

Environmental Health and Engineering (MS-ENVS)

Mechanical Engineering (MSE-MECH)

Occupational Therapy (MS-OCCT2)

Deadline is January 15

Pastoral Studies (MA-PAST)

Public Administration (MPA-PBAD)

Administrative Studies*

Organizational Leadership*

Sport and Exercise Science (MS-EXER)

* Concentrations/Programs

International Graduate Admissions Application

(Please Print All Information)

Family Name (surname)

First Name (given name)

Other name(s) under which your transcripts might be submitted

Source Code (Office Use Only)

<p>Home/Permanent Address (Number and Street) <i>Required for I-20 Issue</i></p> <p>_____</p> <p>_____</p> <p>City, State, Postal Code _____ Country _____</p> <p>Mailing Address (If different than Home/Permanent address)</p> <p>_____</p> <p>_____</p> <p>City, State, Postal Code _____ Country _____</p>	<p>Social Security Number (if applicable)</p> <p>_____</p> <p>Birth Date (mm/dd/yyyy) _____ <input type="checkbox"/> Male <input type="checkbox"/> Female</p> <p>Home Telephone Number (Including Country & Area Code)</p> <p>_____</p> <p>Mobile/Alternate Phone Number (Including Country & Area Code)</p> <p>_____</p> <p>Fax Number (Including Country & Area Code)</p> <p>_____</p> <p>E-mail Address</p> <p>_____</p> <p>AOL Instant Messenger/Other</p> <p>_____</p>
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Area of Academic Interest (list only one, extras listed will not be considered)

See academic programs offered on the opposite page. (Computer and Information Science applicants must indicate a specific option.)

Major

Academic Program Code

Applying for:		
<input type="checkbox"/> Fall 20____Term	<input type="checkbox"/> Spring 20____Term	<input type="checkbox"/> Summer 20____Term (ESL Only)

Personal InformationAre you a U.S. citizen or permanent resident? Yes No

What is your country of birth? _____

What is your country of citizenship? _____

What is your religion? (Optional) _____

Are you in the United States under refugee status? Yes No

(If yes, please indicate status and attach relevant information _____)

If you are presently in the United States, please indicate your current visa status: F-1 F-2 J-1 J-2 Other: _____

(Please submit a copy of your current I-20 form (F visa students) or DS 2019 (J visa students) to assist in processing your application for transfer.)

Is English your native language? Yes NoHave you taken the TOEFL or IELTS? No Yes; date taken: _____ total score: _____(An official score report must be sent. Photocopies are **not** accepted)

Have you taken English-language training in a campus-based or ESL center?

 No Yes; date taken: _____ level attained: _____

Have You Taken a Graduate School Entrance Examination (GRE, GMAT, etc)?

- Yes, I have taken the _____ When? _____
- No, I plan to take the _____ When? _____

Colleges and Institutions Attended (Include ALL colleges attended; list most recent first)

Name	Country	Dates Attended (to/from)	Major	Degree Awarded
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

List any additional schools on a separate sheet of paper. Please have official copies of all college transcripts forwarded directly to the Office of International Admissions, Gannon University, 109 University Square, Erie, PA 16541-0001.

Work Experience

Position	Dates	Employer	Address
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

References (Degree and Certificate-Seeking Students Only)

List the names and positions of the three persons from whom you will request letters of recommendation.

Additional Personal Information

Have you applied to Gannon University previously? No Yes, When? _____

Privacy Rights Waiver

In accordance with the Buckley Amendment of the Family Education Rights and Privacy Act (FERPA) of 1974, we will not release any information regarding admission status, academic records, or financial aid to any persons other than the student applicant. If the applicant is or will be 18 years of age during the admissions process, Gannon University must have permission from the applicant to discuss these issues with parent(s), guardian or spouse. The student applicant must sign this waiver of privacy rights.

I, _____, waive my rights of privacy afforded to me by the Buckley
(Print Name)
 Amendment and the Family Education Rights and Privacy Act.

Please check each item on this form to make sure that you have provided all required information. Make sure that you include the required application fee, official academic records and all information given in the checklist at the front of the application.

Your signature below indicates that you have read this application carefully and that the information you have provided is correct and complete.

All records become the property of Gannon University and can neither be returned to the applicant nor forwarded to a third party.

Signature _____ Date _____

Affidavit of Support Form

Instructions

Please PRINT or TYPE. This form has two initial parts - one for privately supported students and one for agency supported students. Privately supported students receive financial support from their own resources, their parents or a friend/relative who will provide financial resources. Agency supported students receive support from a government, company, or other third-party entity.

You need to complete only one of the first two parts (private or agency part), unless you will receive support from both of these resources. **All applicants, including those requesting financial assistance from Gannon University, must complete Part 3.**

Attached evidence of available finances must be in the form of original **notarized** or **certified** official STATEMENT FROM A BANK, EMPLOYER'S GUARANTEE/STATEMENTS OR AGENCY FINANCIAL GUARANTEE. It must show, in U.S. dollars, the funds available for the student's tuition, housing, books and miscellaneous expenses for at least one year.

No uncertified photocopies can be accepted.

Be sure to sign this form after completing Part 1 or Part 2 and Part 3. No immigration documents can be issued until all financial resource certifications have been received by Gannon.

Applicant Information

Family Name (surname, as it appears on your passport)

First Name (given name, as it appears on your passport)

Country of Citizenship

Date of Birth (mm/dd/yyyy)

Part 1 - Privately Supported Students

As the financial sponsor of the applicant whose name appears above, I attest to my ability to furnish full financial support for all expenses of the applicant's study at Gannon University. I am providing evidence of available funds for the academic year specified for the program indicated on this application.

Name of Sponsor

Relationship to Student

Signature of Sponsor

Date

Signature and Seal of Notary

Part 2 - Agency Supported Students

As the financial sponsor of the applicant, our organization will financially support the applicant's study at Gannon University in the following program/major _____.

Name of Agency

Student's Agency Identification Number (if known)

Name and Title of Agency Authorizing Official

Date

Part 3 - Financial Resources Available: Summary Statement

NOTE: Institutional compliance with U.S. law and immigration regulations require that all international applicants provide evidence of sufficient financial resources to support their education. The total of estimated funds available to you from all sources (whether single or combined) must at least meet the total of estimated academic year costs for your degree program at Gannon University. **Funds available must be indicated in U.S. dollars.**

1. Personal Funds Available	U.S.\$	Bank Certification: <input type="checkbox"/> Enclosed <input type="checkbox"/> Will be Sent
2. Agency Funds Available	U.S.\$	Finance Certification: <input type="checkbox"/> Enclosed <input type="checkbox"/> Will be Sent
3. Total (1 and/or 2)	U.S.\$	

NOTE: Limited financial assistance is available to qualified International Students.

I certify that the information provided on the Affidavit of Support Form is correct and complete.	
_____ Signature	_____ Date

Acceptable Financial Documentation

International students must submit documentation that they have financial resources adequate to meet expenses at the school without resorting to unauthorized employment. Funds may come from any dependable source including scholarships, awards, sponsoring agencies or the student's family. The school should be satisfied that the student's funds are guaranteed for at least the first year of study and that, barring unforeseen circumstances, adequate funding will be available from the same or equally dependable sources for subsequent years.

Students should be advised that they may be required to present documentary evidence of financial support at the time they apply for a visa and again to Immigration and Customs Enforcement (ICE) at the port of entry in the United States. Financial documents are considered valid for one calendar year from the date issued.

Gannon University will accept the following for financial proof:

- Original bank statements verifying account balances (from either U.S. or foreign institutions). The funds must be shown in U.S. dollars. Receipts from automatic teller machines do not constitute bank statements. Statements must be within the last 12 months.
- Original letters from bank officials written in English on bank letterhead verifying the account holder, account number and current balance in U.S. dollars. Letter must be within the last 12 months.
- Letters of sponsorship that indicate complete details of the sponsor and form of sponsorship.

If the documentation provided is not in the student's name, it must be accompanied by an original signed letter from the account holder or employee promising to support the student financially and verifying that the documented funds are allocated for that purpose.

Photocopies are not acceptable forms of financial proof. Gannon University must retain originals in your file.