



Ed.D. Program Application Form Instructions

This is a PDF document. There are two options to complete this form:

- Print out the six page document and complete by hand the information requested using **blue** ink. Make a copy for your records. OR
- If you have Adobe Reader 5.0 or higher, you can fill in each blank of the form using your computer. **DO NOT EXIT THE DOCUMENT UNTIL YOU ARE FINISHED WITH ALL REQUESTED INFORMATION AND YOU HAVE PRINTED 2 COPIES. THE INFORMATION YOU TYPE CAN NOT BE SAVED IN ADOBE READER.** One complete form has six pages.

Plan to spend about 60-90 minutes completing the form if you have the following information at hand:

- educational history
- teaching and/or professional certificates held (if any)
- personal work history
- academic honors (including awards, prizes or recognition)
- memberships and offices held (in fraternal, honorary, collegiate and professional organizations)
- list of publications or presentations of original work (cite using the form of a standard bibliography entry)
- significant professional achievements (committee chairs, accreditation teams, consultancies)
- a brief statement describing your research interests
- professional references (name, position, address, telephone)
-

At the bottom of page 4, sign (in **blue** ink), and date.

Send your personal check for \$50 made out to “Arkansas State University – Center for Excellence in Education.”

Follow the instructions listed under “Admission Criteria” on page 5 of the Application Form.

Send the completed EdD Application form to:

**Attention: Joyce Mann
Center for Excellence in Education
Arkansas State University
PO Box 1270
State University, AR 72467**

Send the \$50 application fee to:

**ASU - Treasurer's Office
PO Box 2640
State University, AR 72467**

APPLICATION

to the

Doctoral Program in

Educational
Leadership



Center for
Excellence in Education

 **ASU**
ARKANSAS STATE
UNIVERSITY

EQUAL OPPORTUNITY – AFFIRMATIVE ACTION

Arkansas State University (ASU) policy and practice strongly support the goals of equal opportunity and affirmative action in its educational programs and activities.

ASU does not discriminate on the basis of race, color, religion, age, disability, sex, or national origin in employment of faculty and staff or admission and treatment of students, and both in terms of staff and programs we are moving ahead to comply with the goals and objectives of Title VI of the Civil Rights Act of 1964, Title IX of the Educational Amendments Act of 1972, and Executive Order 11246.

Any questions regarding this should be addressed to the Affirmative Action Coordinator at Arkansas State University, PO Box 2100, State University, AR 72467. Telephone 870.972.3454.

PLEASE TYPE OR PRINT

If your date of birth is January 1957 or later, you will be required to present written documentation of proof of measles and rubella immunization. This immunization must have been received after the first birthday and after January 1, 1968.

Date: / /

PERSONAL DATA:

Last Name:		First Name:		MI:	Social Security #:		Birth Date: / /	
Home Address (Street/Box/Apt):					City:		State:	Zip Code:
Work Address (Street/Box/Apt):					City:		State:	Zip Code:
<input type="checkbox"/> Home Phone:		E-mail:			THE FOLLOWING INFORMATION IS VOLUNTARY AND IS USED FOR AFFIRMATIVE ACTION PURPOSES ONLY: Racial/Ethnic Information (Check one of the following): <input type="checkbox"/> African American <input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Asian or Pacific Islander <input type="checkbox"/> Hispanic <input type="checkbox"/> White/ Non-Hispanic <input type="checkbox"/> Other (Specify):			
<input type="checkbox"/> Cell Phone:		Fax:						
Work Phone:								
<input type="checkbox"/> Female <input type="checkbox"/> Male		Residence (Check one of the following): <input type="checkbox"/> Resident of Arkansas <input type="checkbox"/> Country of Citizenship: <input type="checkbox"/> Other – Specify:						

EDUCATION HISTORY:

Name of High School:					Date of Graduation:				
Address of High School:									
Are you currently enrolled in a graduate program? <input type="checkbox"/> Yes <input type="checkbox"/> No					Have you previously enrolled at ASU? <input type="checkbox"/> Yes <input type="checkbox"/> No				
If you have not yet graduated, what is the proposed date of your graduation?									
Name used on previous transcripts, if different:					Year last enrolled:				
Area of Concentration: <input type="checkbox"/> Principalship <input type="checkbox"/> Central Office Admin <input type="checkbox"/> Community College <input type="checkbox"/> Superintendency <input type="checkbox"/> Higher Ed Admin <input type="checkbox"/> Other									
Please indicate the year you anticipate beginning the EdD program:									
All Colleges and Universities Attended									
DEGREE	MAJOR/MINOR	YEAR STARTED	YEAR ENDED	INSTITUTION/ADDRESS					
UNDERGRADUATE GPA:		Overall:	In Major:	Final 60 Credits:		GRADUATE GPA:			
Indicate on which system your grade point average (GPA) is based: <input type="checkbox"/> 3.0 <input type="checkbox"/> 4.0 <input type="checkbox"/> Other:									
Teaching and/or Professional Certificates held (if any)									
TYPE OF CERTIFICATE	TEACHING FIELD			STATE ISSUED	YEAR				

EXPERIENCE AND PROFESSIONAL GOALS:

POSITION	EMPLOYER Address (City & State)	Dates			
		From		To	
		Month	Year	Month	Year

List academic honors, awards, prizes or recognition you have received:

List membership and offices held in fraternal, honorary, collegiate and professional organizations:

ORGANIZATION	MEMBERSHIP		
	From	To	Offices Held

List publications or presentations of original work; please cite using the form of a standard bibliographic entry:

List significant professional achievements (committee chairs, accreditation teams, consultancies):

Please provide a brief statement describing your research interests:

PERSONAL STATEMENT: Please attach a typewritten personal statement not to exceed 500 words. Include in your personal statement the following: your reasons for pursuing advanced graduate education, your career goals and how the program in educational leadership would help to meet these goals and prior experiences which relate to your interest in and aptitude for the graduate program.

List the professional references who will be sending letters of recommendation for this application (See item 4 on page 5):

NAME	POSITION	ADDRESS	TELEPHONE

Are you interested in a graduate assistantship? Yes No

CERTIFICATION:

All applications must be signed in **blue ink** and dated by the applicant. Unsigned applications will be returned for signature and could delay processing. I certify that the information submitted on this form and on all credentials submitted in support of my application are complete and accurate. I understand that inaccurate information may affect my admissibility to graduate study and/or may be grounds for dismissal.

Signature of Applicant

Date

RESIDENCE INFORMATION

To be classified as an “in-state” student for fee purposes, a student must be a bona fide domiciliary of Arkansas and must have maintained that status for at least six consecutive months prior to the beginning of the term or semester for which the fees are to be paid.

A student from outside of Arkansas shall have the burden of establishing in-state status for fee purposes, and evidence to that effect must be presented in writing, verified under oath by the student. A student who knowingly gives erroneous information to evade payment of out-of-state fees shall be subject to dismissal from the university.

International Students

A citizen of any foreign nation or graduate of any international institution of higher learning will be considered for admission to the Educational Leadership program if he/she can submit satisfactory credentials indicating the following:

- (1) The ability to use the English language, if English is not the native language, as evidenced by one of the following: a score of 550 or higher on the paper-based TOEFL, 213 or higher on the computer-based TOEFL, or 79 or higher on the internet-based TOEFL; **or** completion of ASU’s ESL program with a minimum grade of 90%; **or** graduation from a university in the USA, UK, Canada, Australia, or New Zealand (minimum 2 years attendance); **or** a minimum 65% in English at X and XII in Certificate in India and Pakistan; **or** completion of required level of a CEA Accredited ESL program; **or** Academic 6.0 on the IELTS; **or** English as Official Language according to the CIA World Fact Book;
- (2) Completion of an appropriate program of study that is equal to a master's degree in an appropriate area from a college or university in the U.S. with a GPA that meets the requirements of the Graduate School;
- (3) The obtainment and continuation of adequate medical insurance and documentation to the international student advisor of a signed authorization for emergency medical treatment; and evidence of financial ability to support the student's stay in the U.S. during the period of study (approximately \$17,000 in U.S. currency will be needed to finance the nine-month academic year plus the five-week summer session).

For additional admissions requirements for international students, please contact International Programs at international@astate.edu.

ADMISSION CRITERIA

Admission to the doctoral program is predicated on the following criteria: (1) academic ability; (2) scholarship; and, (3) professional promise. Use of these criteria provides both our department and the applicant with an indication of probable success in the program. In addition, the applicant must hold an earned master’s degree.

REQUIREMENTS FOR CONSIDERATION OF ADMISSION TO THE DOCTORAL DEGREE PROGRAM IN EDUCATIONAL LEADERSHIP:

1. A completed application form sent to the Doctoral Program in Educational Leadership, PO Box 1270, State University, AR, 72467.
2. A \$50.00 nonrefundable application fee sent to: ASU – Treasurer’s Office, PO Box 2640, State University, AR, 72467.
3. One set of official transcripts of all undergraduate and graduate work completed, mailed directly to the Center from all institutions attended.
4. Official report of scores for the Graduate Record Examination.
5. Letters of appraisal and recommendation to be mailed to the Center from **four** persons: a supervisor, a colleague, and two college professors, qualified to speak with authority of the applicant’s perceived strengths and weaknesses as a candidate for the doctoral program.
6. Submission of a writing sample such as a master’s thesis, research paper, journal article, term paper, or field study.
7. Personal statement describing your career goals and aspirations.
8. Interview with the Center Committee on Admissions.

Each application is considered by the Center Committee on Admissions. The Center will notify the applicant of the committee’s decision.



The Arkansas State University Disability Services office can be reached at 870.972.3964. This is the university's compliance for Section 504 of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. This office arranges for academic adjustments and auxiliary aids to be provided to qualified students and coordinates workplace accommodations. This office is also the location that addresses concerns about physical access to facilities. This office is located in Room 2181 in the Reng Student Center. Their web site is: <http://disability.astate.edu>

FOR ASSISTANCE:

CENTER FOR EXCELLENCE IN EDUCATION

Director
PO Box 1270
State University, AR 72467
(a.k.a. Jonesboro, Arkansas)
Telephone : 870.972.3943

FINANCIAL AID

Telephone 870.972.2310
Fax: 870.972.2794
Internet: <http://finaid.astate.edu>

RESIDENCE LIFE

Telephone: 870.972.2042
Fax: 870.972.2561
Internet: <http://reslife.astate.edu>

TESTING CENTER

Telephone: 870.972.2038
Fax: 870.972.2009
Internet: <http://testing.astate.edu>

INTERNATIONAL PROGRAMS

Telephone: 870.972.2329
Fax: 870.972.3288
Internet: <http://international.astate.edu>

PLEASE MAIL TO:

**CENTER FOR EXCELLENCE
IN EDUCATION
PO Box 1270
State University, AR 72467**