

DOCUMENT COVER SHEET

Instructions

- Use this form as a cover sheet each time you send us items by mail.
- Sending items separately or without a cover sheet will delay the processing and review of your application.
- Some colleges and universities only send transcripts directly to our office; in this case, please provide a completed copy of this form to your registrar and ask that they enclose it with your academic transcripts.

Last/Family Name:			First Name:		Middle Initial:
Other name(s) that may appear on credentials:			U.S. Social Security Number:		Date of Birth: (MM/DD/YYYY)
			Last four digits _____		___/___/_____
Year: 20 ____	Semester: <input type="checkbox"/> Fall <input type="checkbox"/> Spring	Intended Degree: <input type="checkbox"/> Master's <input type="checkbox"/> Advanced Certificate	Intended Program:		Program code: (if known) _____

I AM SUBMITTING THE FOLLOWING ITEM(S): Items submitted online should NOT be mailed. *Items marked with asterisk are only required by some programs. Review the programs requirements list online.	ONLINE	PAPER
Application Fee	<input type="checkbox"/>	<input type="checkbox"/>
Official Transcripts (in sealed envelopes)		<input type="checkbox"/>
Unofficial Transcripts		<input type="checkbox"/>
International Transcript Credential Evaluation (if degree from institution outside the United States)		<input type="checkbox"/>
Letter of Recommendation #1	<input type="checkbox"/>	<input type="checkbox"/>
Letter of Recommendation #2	<input type="checkbox"/>	<input type="checkbox"/>
*Letter of Recommendation #3		<input type="checkbox"/>
*Personal Statement/Essay		<input type="checkbox"/>
*Resume		<input type="checkbox"/>
*Supplemental materials (please list items below)		
		<input type="checkbox"/>
		<input type="checkbox"/>