

# External Degree Program Application for Admission

## Application Instructions

Please submit the following application materials to the following address:

**Johnson State College**  
**Admissions Office**  
**337 College Hill**  
**Johnson, Vermont 05656**

- A completed Application for Admission form.
- \$30 application fee. This fee is non-refundable and is not applied to other college charges. Make checks or money orders payable to **Johnson State College**. This fee is waived for transfer students who have matriculated at or earned 12 credits from any of the Vermont State Colleges.
- Official transcripts from all colleges/universities you have attended. An official transcript is one sent directly from one institution to another. If you have taken the Assessment of Prior Learning course offered by the Office of External Programs of the Vermont State Colleges, you must also request that a copy of that transcript be forwarded to the Admissions Office.
- Application essay and (optional) resume. If you have a current resume, the EDP would appreciate but does not require a copy. Both resume and essay will become part of your confidential admission record.
- Please submit your application as early as possible. To begin study in the semesters below, apply by:
 

Fall	August 1
Spring	December 1
Summer	April 1
- Complete the Free Application for Federal Student Aid (FAFSA) by May 1 to be considered for financial aid for the fall, spring or summer semester.

### Degree Programs

#### Bachelor of Arts

Business Management  
 Elementary Education  
 Liberal Arts  
 Psychology

#### Bachelor of Science

General Studies (EDP only)

#### Other

Post-baccalaureate Teaching Licensure  
 Certificate in Nonprofit Management

Teacher Licensure programs and other Johnson State College degrees require approval before commencing studies.

Johnson State College is a member of the National Association for College Admission Counseling (NACAC) and the New England Association for College Admission Counseling (NEACAC). We adhere to the Statement of Principles of Good Practice – the code of ethics developed by NACAC.

## Biographical Information

For Official Use Only	
Date Received:	_____
Fee Paid: Bank #:	_____
Check #:	_____
Amount:	_____
Fee Waived:	_____ Yes _____ No
Other:	_____

Please Print or type.

Have you met or spoken with an External Degree Program advisor? Yes \_\_\_ No \_\_\_ If "yes," who? \_\_\_\_\_  
If 'no,' please do so before applying. Call the EDP Office for the phone number of the mentor in your area.

Name (Last, First, Middle Initial) \_\_\_\_\_

Preferred title:  Mr.  Mrs.  Ms. \_\_\_\_\_

If you have academic records under another name, please indicate other name.

## Permanent Address

Street Address \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip + 4 \_\_\_\_\_

Mailing Address (if different from above) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip + 4 \_\_\_\_\_

State of Legal Residence \_\_\_\_\_ If Vermont, have you maintained legal residence in Vermont for the last 12 months?  Yes  No

Are you a U.S. Citizen?  Yes  No If no, country of citizenship \_\_\_\_\_

Are you a Resident Alien?  Yes  No Language spoken at home (if not English)? \_\_\_\_\_

Telephone Number (home) \_\_\_\_\_ Telephone Number (work) \_\_\_\_\_

Social Security # (Required to process application) \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_

**The following information is used for statistical reporting to Federal agencies to assure equal opportunity for all students. This optional information will not be used by the Admissions Office to make any decisions pertaining to your acceptance.**

- |   |  |
|---|--|
| <input type="checkbox"/> American Indian/Alaskan Native | <input type="checkbox"/> White Non-Hispanic  |
| <input type="checkbox"/> Hispanic                       | <input type="checkbox"/> Black, Non-Hispanic |
| <input type="checkbox"/> Asian/Pacific Islander         | <input type="checkbox"/> Non-Resident Alien  |

Male  Female

E-mail address \_\_\_\_\_

Have you had prior learning assessed by the Vermont State Colleges' Office of External Programs?  Yes  No

## Academic Interests

At this time, what is your intended academic major? If you are undecided about a major, please write "undecided" and list areas of interest.

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When do you plan to begin your studies in EDP?  Fall 200\_\_  Spring 200\_\_  Summer 200\_\_

Where do you plan to live? (See page 114 of the college catalogue for on-campus living requirements)

On Campus  At home with parents  College Apartments (60 credits or more and 3.0 G.P.A.)  Off Campus

Will you be applying for financial aid?  Yes  No Will you be applying for Veterans benefits?  Yes  No

Please list any honors received or offices held in your academic or professional life:

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List all colleges attended with most recent institution first. Include all OEP (Office of External Programs) assessed credits and any other college credit-bearing experience.

Name of college	City & State	Dates of Attendance	Credits earned	Degree earned	Cumulative GPA
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Have you ever been dismissed or suspended from a school or college?  Yes  No

If Yes, for what reason?  Academic  Disciplinary Please attach an explanation on a separate sheet of paper.

Dates your transcripts were/will be requested: \_\_\_\_\_

How did you learn about EDP? \_\_\_\_\_

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## Work History

List your three most recent jobs. (Optional)

Employer	Position	City/State	Dates (started/completed)
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Have you ever been convicted of or pled guilty to a crime?  Yes  No

If yes, please attach an explanation on a separate sheet of paper.

## Essay

On a separate sheet of paper, please type an essay of 150-200 words discussing your personal and professional achievements, current academic goals, and why you wish to enter the External Degree Program.

## I Hereby Declare

I understand that, although people pursue concentrations in areas which often call for specific credentials such as teacher certification, these are granted by agencies outside Johnson State College and that, consequently, a degree through this college does not automatically yield professional licensure.

I agree that the information provided in the Application for Admission, along with all information requested, shall be kept confidential and used only in accordance with the Family Education Rights and Privacy Act of 1974 (Buckley Amendment).

I understand that withholding information requested in this application or giving false information may make me ineligible for admission to or continuation at a Vermont State College institution. I certify that the above statements are correct and complete.

Please be advised: the VSC maintains a single course database, student records systems and official transcript for all VSC colleges (CCV, CSC, JSC, LSC, VTC). If you are a student at one VSC college and are applying to another VSC college, your official transcript will be reviewed electronically by the admissions office at the VSC college to which you are applying.

By signing below, you grant permission for an electronic review of your official VSC transcript by the admissions office at the VSC college to which you are applying.

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Signature \_\_\_\_\_

Date \_\_\_\_\_

Your permission is requested to authorize Johnson State College to use your name, photograph, any artwork, and any comments you may write or state, in college promotional materials such as advertisements, publications, the College website, and other forms of publicity. Please be aware that you will not receive any compensation for the use of your image in any college marketing or promotional materials (including website).

I give my permission.                      Signature \_\_\_\_\_                      Date \_\_\_\_\_

I do not give my permission.                      Signature \_\_\_\_\_                      Date \_\_\_\_\_

- Credits earned at Johnson State College are transferable to other colleges or universities only at the discretion of the receiving institution.
- Information provided on the Application Form will be released to other Vermont State Colleges for admission purposes.

- Applicants who have any disability (physical or learning) or who have limited English proficiency are encouraged to contact the Admissions Office so that special accommodations can be made to assist students throughout the admissions process.

- The Vermont State Colleges do not discriminate on the basis of race, color, national origin, sex, religion, age, veteran status, sexual orientation, or disability in employment or the provision of services.

Rev. 7/04