MERCYHURST COLLEGE

POST-BACCALAUREATE ADVANCED CERTIFICATE APPLICATION

MERCYHURST COLLEGE • OFFICE OF ADULT AND GRADUATE PROGRAMS • 501 E. 38TH ST. • ERIE, PA 16546 • PHONE: (814) 824-2297 • FAX: (814) 824-2055

APPLICATION PROCESS:

- Please type or print all the information requested below. Be sure to sign and date the form.
- A non-refundable fee of $30 must accompany this application unless you have graduated from Mercyhurst College.
- Arrange to have OFFICIAL transcripts (showing degree confirmed) from all post-secondary institutions sent directly to: Mercyhurst College, Office of Adult and Graduate Programs, Admissions, 501 E. 38th St., Erie, PA 16546-0001.

PERSONAL INFORMATION:

Social Security No. _____

Name _____
LAST FIRST MIDDLE MAIDEN/OTHER

Address _____

City _____ County _____ State _____ Zip _____

Phone (home) _____ E-mail _____

Birthdate _____ / _____ / _____ Place of Birth _____
MONTH DAY YEAR CITY STATE COUNTRY

Marital Status: ☐ Single ☐ Separated ☐ Married Spouse's Name _____

Citizenship: ☐ U.S. Citizen ☐ U.S./Dual Citizenship ☐ Resident Alien ☐ Non-Resident Alien

If non-resident alien, list country _____ Visa Type _____ Visa # _____

Employer _____ Phone (work) _____

Do you receive: Employer Tuition Reimbursement? ☐ Yes ☐ No Veteran's Benefits? ☐ Yes ☐ No

OPTIONAL: Race _____ Religion _____

ENROLLMENT INFORMATION: *(Check appropriate information)*

Start Term and Year:

☐ Fall Term _____ ☐ Spring Term _____
☐ Winter Term _____ ☐ Summer Term _____

Additional Information:

Housing: ☐ On campus ☐ Commuter
Sex: ☐ Male ☐ Female
Status: ☐ Part-time ☐ Full-time *(Full-time = 8+ credits/term)*

Have you previously, or do you currently, attend Mercyhurst? ☐ Yes ☐ No If yes, from _____ to _____
Will you be applying for loans, federal and/or state grants? ☐ Yes ☐ No

I am applying to the following advanced certificate or teacher certification area: *(choose one)*

ADVANCED CERTIFICATE

☐ Accounting
☐ Archaeology
☐ Asian Studies
☐ Business and Professional Communication
☐ Computer Information Systems
☐ Dance Performance
☐ Dietetics
☐ Fashion Merchandising
☐ Financial Planning
☐ Financial Services
☐ Graphic Design
☐ Hotel/Resort/Convention Management
☐ Hotel, Restaurant & Institutional Management
☐ Human Resource Management
☐ Marketing
☐ Small Business Development
☐ Voice Performance

TEACHER CERTIFICATION

☐ Art
☐ Biology
☐ Business, Computer & Information Technology
☐ Chemistry
☐ Early Childhood Ed.
☐ Earth Space Science
☐ Elementary Ed.
☐ Elementary/Early Childhood Ed.
☐ English
☐ Family and Consumer Sciences
☐ General Science
☐ Mathematics
☐ Music Education
☐ Social Studies
☐ Special Ed.
☐ Special Ed./Early Childhood Ed.
☐ Special Ed./Elementary Ed.
☐ Special Ed./Secondary Ed.
☐ World Language

(please complete other side)

EDUCATIONAL BACKGROUND:

LIST UNIVERSITIES, COLLEGES, BUSINESS SCHOOLS ATTENDED:	CITY/STATE	DATES OF ATTENDANCE	DEGREE RECEIVED	DATE COMPLETED

I understand this application must be completed (official college transcripts received and application fee paid) before any consideration will be given by the Admission Committee. I understand that the $30 application fee is NOT refundable. I understand that the credentials filed in support of this application become the property of Mercyhurst College and will not be returned to the applicant. I certify that the information on this application is complete and accurate. Falsification of documents will result in immediate dismissal.

Signature _____ Date _____

Mercyhurst believes that all persons are entitled to equal opportunity in all aspects of involvement with the College. Therefore, all members of the College community are responsible for seeing that no individuals or groups are discriminated against because of differences such as race, color, creed, sex, age, national origin, ancestry, marital status, disability and education. Inquiries concerning Title VI, IX and section 504 compliance should be directed to the Affirmative Action Officer, Mercyhurst College, Erie, Pa.

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