

OFFICE OF GRADUATE ADMISSIONS
110 South Chestatee Street, Room 348
 Dahlonega, GA 30597-1001
 Phone: 706-864-1543 Fax: 706-867-2795
<http://www.northgeorgia.edu/Graduate>



For Official Use Only	
Advisor _____	GMAT _____
Admit Type _____	MAT _____
RES _____ APPL FEE <input type="checkbox"/>	GRE _____
GPA _____	ID _____
LWPR _____	

Legal Name: _____
Last Name First Name Middle Name Other Names Used Previously

Mailing Address: _____
Number Street Apt. # City State Zip Code County

Phone: (____) _____ - _____ (____) _____ - _____ E-Mail Address: _____
Home Cell

Social Security Number _____ Birth Date MM/DD/YYYY _____ Gender _____ Marital Status (optional) _____
 Male Single Married Female Divorced Separated Widowed

If you are at least 62 years old and a Georgia resident, would you like to take classes under Amendment 23? Yes No (Requires Program Approval)

APPLYING FOR	TERM YOU PLAN TO ENTER	PROGRAM
<input type="checkbox"/> Degree-Seeking <input type="checkbox"/> Non-Degree Seeking Requires Program Approval <input type="checkbox"/> Re-Admission <input type="checkbox"/> Transient <input type="checkbox"/> Other _____	<input type="checkbox"/> Fall _____ (YEAR) <input type="checkbox"/> Spring _____ (YEAR) <input type="checkbox"/> Summer _____ (YEAR) *FORMER STUDENTS Last Date Enrolled: _____ Did you attend another college since last enrolled at North Georgia as a graduate student? <input type="checkbox"/> Yes <input type="checkbox"/> No	<input type="checkbox"/> Business Administration <input type="checkbox"/> Criminal Justice <input type="checkbox"/> Counseling <input type="checkbox"/> Education <input type="checkbox"/> History <input type="checkbox"/> Family Nurse Practitioner <input type="checkbox"/> International Affairs <input type="checkbox"/> Public Administration <input type="checkbox"/> Physical Education <input type="checkbox"/> Music <input type="checkbox"/> Nursing Education <input type="checkbox"/> Other _____

CITIZENSHIP INFORMATION		
<input type="checkbox"/> U.S. Citizen (if not born in U.S., attach proof of U.S. citizenship) <input type="checkbox"/> U.S. Permanent Resident Resident Alien # _____	<input type="checkbox"/> Non U.S. Citizen Visa Type _____	Country of Birth (if not U.S.) _____ Country of Citizenship (if not U.S.) _____

ETHNICITY (Optional)	RACE (Optional)
Are you Hispanic or Latino? <input type="checkbox"/> Yes <input type="checkbox"/> No	What is your race? (Select one or more) <input type="checkbox"/> White <input type="checkbox"/> Black or African American <input type="checkbox"/> Asian <input type="checkbox"/> American Indian or Alaska Native <input type="checkbox"/> Native Hawaiian or other Pacific Islander

EMERGENCY CONTACT INFORMATION
Name: _____ Phone: (____) _____ - _____ Relationship: _____

ENTRANCE EXAMINATION	
Have you taken the GRE? Have you taken the MAT? Have you taken the GMAT? Exempt, GPA 3.0 (MEd, MAT, MSPE calculated in accordance w/ NGCSU graduate admissions procedures) Exempt, I hold a master's degree.	<input type="checkbox"/> Yes Date: _____ <input type="checkbox"/> Yes Date: _____ <input type="checkbox"/> Yes Date: _____ <input type="checkbox"/> Yes (Master of Education, Master of Arts in Teaching, Master of Science in Physical Education only) <input type="checkbox"/> Yes Requires program approval.

EDUCATIONAL INFORMATION
Have you been suspended or expelled from a school or college for disciplinary reason? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach explanation.
Have you been convicted of a felony? <input type="checkbox"/> Yes <input type="checkbox"/> No If yes, attach explanation.
Have you applied to North Georgia Graduate Admissions in the past? <input type="checkbox"/> Yes <input type="checkbox"/> No

List all colleges and universities attended, including North Georgia. Official transcripts from each institution must be submitted. If you hold a degree from North Georgia, you are not required to submit transcripts.

Institution	City/State	Degree/Major	Graduation Date	
			Month	Year

Legal Name: _____
 Last Name First Name Middle Name Other Names Previously Used

RESIDENCY INFORMATION

- University System of Georgia students are responsible for registering under the proper tuition classification. Classification of in-state status for tuition purposes requires an individual to have established legal residency and domicile in Georgia for 12 consecutive months prior to enrolling.
 - Domicile is defined as “a person’s present, permanent home where that individual intends to stay indefinitely and to which that individual returns following periods of temporary absence. Temporary residence does not constitute the establishment of one’s domicile. To acquire domicile, an individual must demonstrate intent to remain permanently or indefinitely.”
 - Residency is defined as “the state and country where an individual currently lives. An individual may be residing in Georgia and may be classified as having established Georgia residency for securing marital status, a driver’s license, or classification of taxpayer status but does not meet the qualifications to establish domicile in Georgia.”
1. Are you applying for IN-STATE tuition? Yes No
 2. According to the definitions above, have you established and maintained legal residency and domicile in Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term in which you plan to enroll? Yes No
 3. If you are under the age of 24, do you have a parent(s) or U.S. court-appointed legal guardian that has established and maintained legal residency and domicile, according to the definitions above, in Georgia for at least 12 consecutive months? Yes No

IF YOU ANSWERED YES TO ANY OF THE QUESTIONS ABOVE, ALL OF THE FOLLOWING MUST BE ANSWERED.

1. What is your Georgia county of residence? _____
2. How long at this residence (years/months)? _____/_____
3. Have you lived outside the State of Georgia? Yes No
 - a. If you have recently lived outside the State of Georgia and have moved back to Georgia, how long did you reside in another state (years/months)? _____/_____
 - b. If you have lived outside the State of Georgia, what was your primary reason for moving to Georgia?
 Should you wish to elaborate on why you moved to Georgia, please use the space below.

4. Did you file a Georgia state income tax return for the preceding tax year? Yes No
5. Did you pay Georgia property taxes for the preceding tax year? Yes No
6. Do you have a Georgia driver’s license? Yes No
7. Do you have a Georgia motor vehicle registration? Yes No
8. Are you registered to vote in Georgia? Yes No

PARENT/LEGAL GUARDIAN RESIDENCY INFORMATION

- If you are not yet 24 years of age, were you claimed as a tax dependent for the preceding tax year? Yes No
- First Name: _____ Last Name: _____
- Relationship: Mother Father Guardian
1. Has this person continuously lived in the State of Georgia for 12 consecutive months immediately prior to your first day of classes at North Georgia? Yes No
 2. Did this person file a Georgia state income tax return for the preceding tax year? Yes No
 3. Did this person pay Georgia property taxes for the preceding tax year? Yes No
 4. Does this person have a Georgia driver’s license? Yes No
 5. Is this person’s vehicle registered in Georgia? Yes No
 6. Is this person registered to vote in Georgia? Yes No

AFFIRMATION AND SIGNATURE

In accordance with Board of Regents Policy 4.3.4, all applicants who are accepted for admission or readmission to North Georgia College & State University for Fall 2011, or any academic semester thereafter, and who seek to be classified as in-state for tuition paying purposes, will be required to provide validation of residency and lawful presence in both the State of Georgia and the United States. For more information regarding this issue, please refer to www.northgeorgia.edu/lawfulpresence.

I understand that any material false statement made knowingly and willfully by me on this application, or any documents attached hereto may, in accordance with O.C.G.A. 16-10-71, which provides that upon conviction, a person who knowingly commits the offense of false swearing shall be punished by a fine of not more than \$1,000 or by imprisonment for not less than one nor more than five years or both, subject me to prosecution in a court of law. Additionally, I further understand that any such false statement may subject me to immediate dismissal from the institution.

Further, I certify that, to the best of my knowledge, the information submitted on this application is true and complete.

Applicant Signature: _____ **Date:** _____ (MM/DD/YYYY)

Additional information regarding application requirements is available by contacting the appropriate academic department or by visiting the North Georgia website at <http://www.northgeorgia.edu>.

Submit All Application Materials to:

- Business Administration – 770-205-5448
- Criminal Justice – 706-864-1904
- Counseling – 706-864-1444
- Education/Physical Education – 706-867-3210
- History – 706-864-1903
- International Affairs – 706-864-1904
- Music – 706-864-1423
- Nursing – 706-867-2800
- Public Administration – 706-864-1916

Office of Graduate Admissions
 North Georgia College & State University
 110 South Chestatee Street
 Room 348
 Dahlonega, GA 30597-1001

North Georgia College & State University
Application Checklists for Graduate Admissions

Master of Arts in International Affairs

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- 2 Recommendation Forms
- Personal Statement
- North Georgia Certificate of Immunization
- Official GRE Score Report (if used for admission)
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Arts with a Major in History

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- Official GRE Score Report
- 3 Recommendation Letters/Recommendation Forms
- Writing Sample
- Personal Statement
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Arts in Teaching

- Graduate Application
- Education Supplemental Application Form
- \$40 Application Fee
- Official Transcripts
- Official GRE or MAT Score Report*
- GACE Skills Tests (or proof of exemption)
- GACE Subject Tests (or proof of registration for tests)
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Business Administration

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- Official GMAT or GRE Score Report**
- Professional Resume with 3 References
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Education

Master of Science with a Major in Physical Education

- Graduate Application
- Education Supplemental Application Form
- \$40 Application Fee
- Official Transcripts
- Official GRE or MAT Score Report*
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Public Administration

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- Official GRE or GMAT Score Report**
- 3 Recommendation Forms
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Music

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- 3 Recommendation Forms
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Science with a Major in Family Nurse Practitioner

- Graduate Application
- FNP Supplemental Application Form
- Resume or Vita
- \$40 Application Fee
- Official Transcripts
- Official GRE or MAT Score Report**
- 3 Recommendation Forms
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Science with a Major in Clinical Mental Health Counseling

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- Official GRE Score Report
- 3 Recommendation Forms
- Personal Statement
- Resume
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Science with a Major in Criminal Justice

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- 3 Recommendation Forms
- Letter of Intent
- Professional Resume
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Master of Science with a Major in Nursing Education

- Graduate Application
- Nursing Ed Supplemental Application Form
- Resume or Vita
- \$40 Application Fee
- Official Transcripts
- Official GRE or MAT Score Report**
- 3 Recommendation Forms
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)

Non-Degree Admission

- Graduate Application
- \$40 Application Fee
- Official Transcripts
- North Georgia Certificate of Immunization
- Proof of lawful presence in the U.S. (in-state tuition only)
- Additional Requirements Vary by Program
- Refer to Graduate Bulletin

Transient Admission

- Graduate Application
- \$40 Application Fee
- Letter of Good Standing
- North Georgia Certificate of Immunization

*exempt with a cumulative grade point average of 3.0 (4.0 scale) calculated in accordance with North Georgia's Graduate Admissions procedures or if evidence of a graduate degree from a regionally-accredited institution is submitted

**exempt if evidence of a graduate degree from a regionally-accredited institution is submitted