

General Instructions

Thank you for your interest in doctoral study at Montclair State University. Please read the following instructions carefully before completing the application.

The Self-Managed Application Process: A self-managed application refers to the process by which the applicant gathers all necessary and required information and submits the documentation in one packet to the Office of Graduate Admissions & Support Services for review. Montclair State University requires that you collect and submit your transcripts and letters of recommendation sealed in the enclosed envelopes with your application. Send your recommenders the recommendation forms (pp.14-16), with the appropriate envelopes which you have addressed to yourself. Ask both your recommenders and the registrar(s) to sign over the envelope seal.

In addition, you must request that official score reports for the GRE (and TOEFL if required) be sent by the testing centers directly to The Office of Graduate Admissions & Support Services. **Incomplete applications will not be reviewed for admission.**

For your convenience, a **Check List** for a complete application packet is provided on page 18.

Deadline: Completed applications must be submitted to The Office of Graduate Admissions & Support Services by **February 1st**. International applicants are encouraged to apply by **December 1st** to allow time to obtain a student visa.

Note: Under no circumstance will transcripts, test scores or letters of recommendation be returned to an applicant or forwarded to another college, university, or place of business.

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Application Requirements

Application: The Application for Doctoral Study must be completed and submitted in its entirety. Unsigned or incomplete applications will be returned to the student.

Application Fee: A US \$60 non-refundable application fee must accompany the application. It must be a check or money order drawn from a US bank and made payable to Montclair State University.

Letters of Recommendation: Three Letters of Recommendation must be submitted with the application. The recommendation forms (pp. 14-16), along with the envelopes marked 'Letter of Recommendation,' self-addressed by you, must be sent to the persons writing the recommendations. Letters of recommendation should be written by persons who can comment from personal knowledge on your academic and/or professional qualifications for doctoral study. For all programs except the Ph.D. in Counselor Education, one letter of recommendation must be from a current or former instructor or professor, and another letter of recommendation must be from an employer, school principal, or superintendent. The third letter may be from either an employer or former instructor. The **Ph.D. in Counselor Education** requires two academic references and one from a professional or supervisor in the field.

Each recommender must enclose the letter in the envelope, seal the envelope, and sign across the seal and return the envelope to the student. The letters should not be opened. The sealed envelopes should be included in the application package. The recommendations must be written on official letterhead and must be signed.

GRE and TOEFL: Applicants must submit official scores for the general test (verbal, quantitative and analytical writing) of the Graduate Record Examination (GRE). **The GRE requirement will not be waived under any circumstances.** GRE test scores are generally available from Educational Testing Service (ETS) for five years after taking the test. Contact ETS for more information; 1-800-GRE-CALL.

The Test of English as a Foreign Language (**TOEFL**) is required of all students who obtained their studies in a country where English is not the official language. (See p. 4, "TOEFL," for more information)

Students may submit unofficial copies of standardized test results, but an official determination of the application cannot be made until official test results are received. Official scores must be sent directly from the Educational Testing Service (ETS) to the Office of Graduate Admissions & Support Services, Montclair State University, Upper Montclair, NJ 07043 before the application deadline to complete the application process. The Montclair State ETS code for submitting GRE scores is 2520.

Students needing to register for the GRE can reach the Educational Testing Service at (609) 771-7670. For the TOEFL exam, contact ETS at (609) 951-1100. (See "Important Addresses and Contact Information, p.4). Official score reports are generally received by the Office of Graduate Admissions & Support Services approximately 4-6 weeks after taking the exam. The Office of Graduate Admissions & Support Services recommends that students take all required standardized tests before December 15 to ensure that test results arrive at The Office of Graduate Admissions & Support Services before February 1st.

Statement of Purpose (for all programs other than Ph.D. in Counselor Education): Students should describe their professional goals and discuss what they hope to gain from doctoral study at Montclair State University. The Statement of Purpose should be typewritten and double-spaced. (Refer to p. 12)

Statement of Research/Inquiry (for all programs other than Ph.D. in Counselor Education): Students should describe their primary areas of research/inquiry interest. The Statement of Research/Inquiry should be 1-3 pages in length, typewritten and double-spaced. (Refer to p.13). Required of all students applying to Ed.D in Pedagogy, Doctor of Environmental Management (D.Env. M) and the research track in Audiology (Sc.D.).

Essays for Ph.D. in Counselor Education:

1. Autobiographical Essay: include past accomplishments, future career aspirations, and why you are choosing to pursue this degree at this time (from a personal and professional perspective).
2. Fully outline your theoretical approach to counseling at this stage in your career.

- Discuss any research interests you might have at this point, for future study and for possible dissertation inquiry.

Transcripts: One official copy must be submitted from each college or university where course work leading to a Bachelor=s and/or Master=s degree was taken. Transcripts of all other course work that are deemed relevant to the doctoral program should also be submitted. Transcripts must be returned to the applicant in sealed envelopes with the Registrar=s signature across the seal. Transcript envelopes **MUST NOT** be opened as this will cause them to become unofficial and will prolong the application process. Transcripts must be submitted with the application packet in their original sealed envelopes.

Transcripts from a college or university in a country other than the United States must receive a **COURSE-BY-COURSE** evaluation by World Education Services (WES). (See p. 4, “Transcripts”, for more information.)

If the applicant has taken classes and/or received a degree from Montclair State University, the Office of Graduate Admissions & Support Services will obtain the Montclair State University transcripts directly from the Registrar=s Office once the signed admission application is received. All other transcripts must be included in the application packet.

Tuition and Fees: Tuition and fees for doctoral students (based on 2002-2003 tuition and fees) are \$366.85/credit for New Jersey residents and \$479.99/credit for out-of-state residents and international students. Most courses are 3 credits each. Tuition and fees are subject to change.

Important Addresses and Contact Information

<p>Montclair State University The Office of Graduate Admissions & Support Services 1 Normal Avenue Upper Montclair, NJ 07043 Telephone: (973) 655-5147 or (800) 331-9207 Fax: (973) 655-7869 E-mail: graduate.school@montclair.edu Website: www.montclair.edu/graduate Graduate Catalog: www.montclair.edu/catalog/graduatecat.html</p>	<p>Graduate Record Examinations (GRE) Educational Testing Service P.O. Box 6000 Princeton, NJ 08541-6000 USA (800) GRE-CALL or (609) 771-7670 www.gre.org [MSU ETS code for score reporting: 2520]</p>
<p>World Education Services, Inc. (WES) P.O. Box 745 / Old Chelsea Station New York, NY 10113-0745 USA (800) 937-3895 or (212) 966-6311 www.wes.org E-mail: info@wes.org</p>	<p>Test of English as a Foreign Language (TOEFL) Educational Testing Service P.O. Box 6155 Princeton, NJ 08541-6155 USA (800) 468-6335 or (609) 951-1100 www.toefl.org [MSU ETS code for score reporting: 2520]</p>
<p>Office of Student Financial Aid Montclair State University Telephone: (973) 655-4461/ Fax: (973)655-7712 E-mail: financialaid@Montclair.edu Website: www.montclair.edu/financialaid/</p>	<p>Office of International Services Montclair State University Telephone: (973) 655-4253/ Fax: (973)655-7726 E-mail: International.Services@Montclair.edu Website: www.montclair.edu/international</p>

International Student Information

Application Information and Deadline: Students applying for admission must complete and sign the application for

admission to Montclair State University themselves. A friend or relative cannot complete the application.

The deadline for submitting doctoral applications for the following Fall semester is **February 1st** but international applicants are encouraged to submit applications by November 15th to allow adequate time to obtain a student visa.

Transcripts: Montclair State University does not evaluate International transcripts. All students must request a COURSE-BY-COURSE evaluation from World Education Services (WES) of all college/university level studies from any foreign institution. Send for the "Application for Evaluation of Foreign Credentials" from WES (see page 3 for information about contacting WES). Requests for evaluation are usually honored within twenty working days of receipt of all required materials and fees. Instructions must be included on the WES application to send official, sealed copies of the evaluation to you for inclusion in the application packet. You must provide WES with copies of transcripts from all previous educational institutions and certified English translations. You do not need to submit official transcripts to the Office of Graduate Admissions & Support Services. An official evaluation from WES included in the application packet is the only requirement.

TOEFL and GRE Scores: In addition to the GRE, the Test of English as a Foreign Language (TOEFL) is required of all students who obtained their studies in a country where English is not the official language. The required minimum acceptable score for admission to doctoral study is 600 (250 for the computer based version). In addition, there is an English language proficiency test, administered at Montclair State University, required once the student arrives in the United States. Upon review of the English language proficiency test score, students may be required to enroll in English as a Second Language (ESL) courses at Montclair State University.

TOEFL and GRE are administered worldwide by Educational Testing Service (ETS). Contact ETS to request their latest bulletin (refer to page 3). Montclair State University's institutional code for test reporting is **2520**.

Immigration Process and Student Visas: International Students planning to study in the United States are required to obtain the Student (F1) Visa unless they have another valid non-immigrant visa status that allows them to remain in the U.S. If they plan to obtain the Student Visa status for study at Montclair State University, they must obtain the I-20 "Certificate of Financial Eligibility for Non-Immigrant (F-1) Student Status" form from the Office of International Services. The I-20 form is required in order to obtain valid F1 Student visa status. In order to obtain an I-20 Certificate of Financial Eligibility from Montclair State University, students must meet the following requirements:

1. Must apply and be accepted to the Office of Graduate Admissions & Support Services.
2. Must complete the "Request for I-20 form" and send it with the required financial support documents to the Office of International Services. The form can be downloaded from www.montclair.edu/international. In order to qualify for an I-20 Certificate of Financial Eligibility and the F1 Student Visa, students must be able to show that sufficient support is available to cover one year's minimum expenses, and evidence that sufficient support will be available for every year of the program.

If all financial documents are in order, the Office of International Services (OIS) will issue the I-20, together with instructions on obtaining an F-1 student visa at the United States Embassy or Consulate in the student's home country. The OIS will also send Pre-arrival and Orientation information to all new international students.

When You Arrive: It is very important that students arrive in sufficient time for the orientation described in the materials that will be sent by the Office of International Services after your admission. If students have arranged on-campus housing, they will be able to move in by the report date listed on the I-20. Students will also need to take an English language proficiency test at Montclair State University, which is separate from the TOEFL, before they will be able to register for classes. Upon review of the English language proficiency test score, students may be required to enroll in English as a Second Language (ESL) courses at Montclair State University.

Applicants Already Studying in the United States: If you are already in the United States and will be transferring your student visa status from another U.S. institution, you must follow the instructions in 'Immigration Process' to obtain an I-20 from Montclair State University. Once an I-20 is issued, the OIS will complete the transfer process and notify the INS about your transfer. In order to complete the process, you must submit the following documents no later than fifteen days after the first day of classes to the Office of International Services:

- Copy of your I-94 (Arrival/Departure card) and F-1 visa in your passport
- Copy of all I-20s issued by the school(s) you attended prior to transferring to Montclair State University
- The 'Foreign Student Advisor Report': signed and completed by the International Student Advisor of the school you are transferring from. This form is available at www.montclair.edu/international

The OIS will then complete the transfer process and give you your Montclair State University I-20.

Costs and Financial Aid: The total estimated cost for international students, including tuition and fees, living expenses, books, insurance and other miscellaneous costs is \$30,140 per academic year. (See p. 6 for more information.) There are three forms of financial assistance available for international students who are eligible:

Doctoral Assistantships (refer to page 7)
Student Assistant funds (very limited)

Graduate Scholarships (refer to page 8)

Students applying for doctoral assistantships or student assistant positions will need a United States Social Security number which can be requested from a local United States Social Security office with documentation provided by the Office of International Services (OIS). Employment on campus is extremely limited and must be approved by the Office of International Services. Decisions are based on departmental needs. (Refer to the following pages for more information about financial aid and program costs.)

Costs and Financial Aid

Tuition and Fees: Tuition and fees for doctoral students (based on 2007-2008 tuition and fees) are \$573.10/credit for New Jersey residents and \$766.20/credit for out-of-state residents and international students. Most courses are 3 credits each. Tuition and fees are subject to change.

Approximate Cost^o for one year of study:

Tuition & Fees**	\$ 18,912
Books, Insurance & Miscellaneous	\$ 5,800
Room & Board (Residence Hall for 9 months)	\$ 11,055
Summer Living Expenses for 3 months	\$ 2,200
TOTAL	\$ 37,967

^o Based on the 2007-2008 academic year=s figures. Costs may change without notice.

** Based on maximum allowable course load of 12 credits each for the Fall and Spring semesters and 9 credits for the summer session using figures from the 2007-2008 academic year' s New Jersey resident tuition and fees. For international students and others who are not New Jersey residents, tuition and fees are \$25,284 increasing the total of all estimated costs to \$30,140.

For information pertaining to international students, please contact the Office of International Services. (Refer to p.3)

Financial Aid: Doctoral Assistantships and Graduate Scholarships are the main forms of University financial aid offered to doctoral students (*for more information, see "Doctoral Assistantships" and "Graduate Scholarships" on the following pages.*) The Office of Student Financial Aid provides additional information regarding other forms of financial aid. For more information, visit their website at www.montclair.edu/financialaid/ or contact them at (973) 655-4461. (Refer to p.3)

Housing Information: If you anticipate needing on-campus housing, you should request a housing application from the Office of Residence Life. On-campus housing is very limited; we recommend that you contact the Office of Residence Life at (973) 655-5188 as soon as you receive acceptance to the Office of Graduate Admissions & Support Services.

General Assistantship Information for Doctoral Level Students

The Office of Graduate Admissions & Support Services offers assistantships at the doctoral level for students who are interested in an opportunity to gain professional or research experience while participating in the academic life of Montclair State University. All assistantships are diverse in nature and encompass a wide variety of responsibilities and duties while allowing students to achieve their academic goals. Doctoral assistants receive a waiver of tuition and college-wide fees, plus a ten-month stipend in return for working an average of 20 hours per week (i.e. handling classes,

conducting research, and/or other appropriate activities during the appointment). For more information regarding the competitive stipend or for more details regarding the doctoral assistantships, please visit our Web site at:

<http://www.montclair.edu/graduate/ssogradassis.shtml>

Assistantships are awarded for one full academic year, beginning September 1 and ending June 30. The duties and responsibilities vary with each appointment. Only students fully accepted (matriculated) into a doctoral degree program at Montclair State University are eligible for an assistantship. Applications will be considered during the admission review. Doctoral assistantship recipients typically will be notified at the time of admission into the doctoral program.

Doctoral assistants are considered full-time students, fulfilling twenty hours per week. Tuition and fee remissions cover tuition and University-wide fees for the specific semester during which the student is in the assistantship position. The remission covers only those courses listed on a student's work program. Fees that are specific to courses are not included in the remission (e.g. supplies for courses in Art, Music, etc.). Each year there are many more qualified students than assistantship positions available at the doctoral level.

Appointments: To be awarded an assistantship, the following are required:

- A current assistantship application, filed with The Office of Graduate Admissions & Support Services,
- An acceptance into a doctoral program at Montclair State University,
- A recommendation for appointment, signed by the appointing supervisor; and
- An offer-of-appointment letter from The Office of Graduate Admissions & Support Services.

How to Apply

Students may obtain an application from The Office of Graduate Admissions & Support Services website at: <http://www.montclair.edu/graduate/ssogradassis.shtml>. Applications must be submitted by **February 1** for the following academic year. Applications received after this date will be accepted, but will be distributed for review only if there are open positions. One-semester appointments may be made to fill a vacancy.

Any student who has been fully accepted into a doctoral program leading to a doctoral degree is eligible to compete for an assistantship. A student who wishes to apply for an assistantship should allow sufficient time for admissions credentials to be assembled and processed.

Please note that simply completing the Assistantship application and being admitted to the University does not in any way guarantee that an Assistantship award will be received. All applicants must undergo a review and approval process, which involves initial review by the assistantship program coordinator, interview and recommendation for a position by an assistantship supervisor, review and approval by the Director or Division Head in which the position is housed and final approval by the Director of The Office of Graduate Admissions & Support Services. *An offer of an assistantship position is only official when it is sent to the student from The Office of Graduate Admissions & Support Services.*

Applications will remain on file for one year. The University cannot guarantee consideration of applications received after the February 1 deadline.

To obtain an application for a doctoral assistantship, please visit The Office of Graduate Admissions & Support Services Web site at:

<http://www.montclair.edu/graduate/ssogradassis.shtml>

Graduate Scholarships

The Saul and Adelaide Goldfarb Graduate Scholarships

The Office of Graduate Admissions & Support Services administers these scholarships awarded by the Montclair State University Foundation. The Foundation supports the activities of the University in many ways. Through its endowments, it has made funds available for scholarships to graduate students.

The Saul and Adelaide Goldfarb Graduate Scholarships are available to qualified new students at Montclair State University who have completed less than 9 credits and have not previously earned a master's degree. Admission applications must be submitted by February 1 and scholarship applications must be received at The Office of Graduate Admissions & Support Services by **April 1** to be considered for awards for the following academic year. To be eligible, students must be fully matriculated into a graduate **degree** program either on a full- or part-time basis by the time the Scholarship is awarded. The scholarships will provide monetary awards, to cover tuition only, which may range from \$1,500 to \$7,000 per year. Recipients must maintain a minimum of a 3.0 grade point average each semester of the award. The application process is competitive and scholarships are awarded on the basis of academic excellence.

To be considered for the Saul and Adelaide Goldfarb Graduate Scholarship, students must submit the following documents to the Office of Graduate Admissions & Support Services by **April 1**:

- The Saul and Adelaide Goldfarb Graduate Scholarship Application (available on p. 17.)
- A current one page resume
- Typed responses to the essay questions

The following documents must be on file at the Office of Graduate Admissions & Support Services as part of the student's admission application file:

- Official transcript(s)
- Official standardized test scores as required (GRE, GMAT, MAT)

In addition to the documents mentioned above, students who received their undergraduate degree from an institution in a foreign country must submit the following documents to the Office of Graduate Admissions & Support Services by **February 1** (as part of the admission application process):

- Official TOEFL score
- Foreign transcript evaluation by World Education Services (WES)

Students will be evaluated on all of the requirements mentioned above. Students will be notified of the results by mid-summer.

Other Graduate Scholarships

Montclair State University offers several other scholarships through The Office of Graduate Admissions & Support Services and individual academic departments to new and continuing graduate students at both the masters and doctoral levels. In addition, we make information regarding external scholarships available to our students. For more information on these scholarships, please visit the Current Students section of The Office of Graduate Admissions & Support Services Web site at <http://www.montclair.edu/graduate/ssoscholarships.shtml>. For questions regarding these scholarships, contact The Office of Graduate Admissions & Support Services at (973) 655-5147.

Application for Doctoral Study

Please type or print in ink.

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions &
Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

Please be sure to include a \$60 non-refundable application fee.

Social Security or Student Identification Number: _____ - _____ - _____

Mr. Ms. Dr. Other: _____

Last name

First name

Middle name

Permanent Address:

Street Address Line 1: _____

Street Address Line 2: _____

City: _____ State: _____ ZIP Code: _____

Country: _____ Telephone Number: (_____) _____

Mailing Address (if different from above):

Street Address Line 1: _____

Street Address Line 2: _____

City: _____ State: _____ ZIP Code: _____

Country: _____ Telephone Number: (_____) _____

Maiden or previous name (if different from above): _____

Last

First

Middle

Date of birth: _____
Month Day Year

Gender: Male Female

Background (this information is optional and used only for statistical purposes):

<p>Race (check all that apply):</p> <p><input type="checkbox"/> American Indian/Alaskan Native <input type="checkbox"/> Black</p> <p>Asian or Pacific islander <input type="checkbox"/> White</p>	<p>Ethnicity (check one):</p> <p><input type="checkbox"/> Hispanic Origin</p> <p><input type="checkbox"/> Not of Hispanic Origin</p>
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Residency:

Are you a resident of the State of New Jersey? Yes No

If yes, have you been a resident for at least one year? Yes No

Indicate residency code (refer to box on right): _____

Are you a United States citizen? Yes No

If no, what is your citizenship? _____

If not a United States citizen, what is your immigration status?

*Currently on a student visa from _____

*Other _____

*Provide copies of documentation

Residency codes (New Jersey and Out-of-State):		
001 Atlantic	015 Gloucester	029 Ocean
003 Bergen	017 Hudson	031 Passaic
007 Camden	021 Mercer	035
	Somerset	
005 Burlington	019 Hunterdon	033 Salem
009 Cape May	023 Middlesex	037 Sussex
011 Cumberland	025 Monmouth	039 Union
013 Essex		027 Morris 041 Warren
		099 Out-of-State

*Permanent resident

Applying for visa through Montclair State

DOCTORAL PROGRAM (check one):

Ed.D. in Pedagogy/specialization in Mathematics Education

Ed.D. in Pedagogy/specialization in Philosophy for Children

Ph.D. in Counselor Education

Doctor of Environmental Management

ScD. In Audiology

Research Track

Clinical Track

Post-masters track

Anticipated enrollment status: Full-time Part-time

Anticipated enrollment year: 2008 2009 2010

Are you presently under suspension or dismissal for academic or disciplinary reasons from any college, university or other formal post-secondary educational program? Yes No *If yes, please attach a statement of explanation.*

Unofficial Reporting of Standardized Test Scores (MSU ETS code for reporting test scores: 2520)

GRE: Taken Will take _____
month/year

GRE Scores (if known): Verbal _____/_____ Quantitative _____/_____ Analytical _____/_____
score/percentile score/percentile score/percentile

TOEFL: Taken Will take _____ TOEFL score (if known): _____
month/year total

Official GRE and/or TOEFL scores are required for admission to doctoral study at Montclair State University .

EDUCATIONAL PREPARATION (*List all colleges/universities attended*):

Name of Institution	Location	From mo/yr	To mo/yr	Degree	Major	Language of Instruction

HISTORY OF SIGNIFICANT EMPLOYMENT (*most recent first*):

Dates	Position Held	Name of Employer	Address of Employer

FACULTY CONTACT(S). If you have been in touch with any Montclair State faculty member(s) to discuss your application and research interests, please list: _____

RECOMMENDATIONS:

All students must submit three letters of recommendation. Letters of recommendation should be written by persons who can comment from personal knowledge on your academic and/or professional qualifications for doctoral study. Please provide the name, title, institution and phone number of the individuals who will be submitting letters of recommendation on your behalf.

1. Name: _____	Title: _____
Institution: _____	Phone Number: (____) _____
2. Name: _____	Title: _____
Institution: _____	Phone Number: (____) _____
3. Name: _____	Title: _____
Institution: _____	Phone Number: (____) _____

TEACHER CERTIFICATION *(if applicable, please submit copies):*

Current certification held (for Ed.D. in Pedagogy applicants only):

- | | |
|---|--|
| <input type="checkbox"/> Permanent/Standard | <input type="checkbox"/> Certificate of eligibility |
| <input type="checkbox"/> Provisional | <input type="checkbox"/> Certificate of eligibility with Advanced Standing |
| <input type="checkbox"/> State issued certification by the State of _____ | |

Subject matter area(s) of certification _____

List any honors received, articles, books, research, or other creative work and professional achievements and awards:

E-MAIL ADDRESS

Daytime Telephone Number: (_____) _____

I understand that this application is subject to the policies pertaining to doctoral admissions and studies as outlined in the Graduate Catalog. I have read and followed directions as given in both **General Instructions** and **Application Requirements**. The information listed on this application is true and accurate. Should any of this information be fraudulent, I understand that it may be cause for academic dismissal.

If Montclair State University is listed on this application as a previous/current institution, I authorize the release of any and all Montclair State University transcripts to the Office of Graduate Admissions & Support Services at Montclair State University

Signature

Date

Statement of Purpose

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions &
Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

Last name

First name

Middle name

Social Security/Student ID Number: _____ - _____ - _____

Doctoral program:

- Ed.D. in Mathematics Pedagogy Doctor of Environmental Management
- Ed.D. in Pedagogy/specialization in Philosophy for Children Sc.D. in Audiology

The Statement of Purpose provides you an opportunity to give evidence of your unique talents and experiences as an applicant to doctoral study at Montclair State University. In preparing your statement, please keep in mind that the Admissions Committee is seeking evidence of your ability to communicate clearly and professionally. Please include your reasons for pursuing doctoral studies by referring to relevant personal, academic and work experiences. You may also wish to outline your future plans and any other information that may be of interest to the Admissions Committee.

The Statement of Purpose should be double-spaced and typewritten. Please attach your statement to this cover page and be sure to include your name and the date at the bottom of each page.

MONTCLAIR STATE UNIVERSITY

Statement of Research/Inquiry

The Office of Graduate Admissions &
Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

Last name

First name

Middle name

Social Security/Student ID Number: _____ - _____ - _____

Doctoral program:

- Ed.D. in Mathematics Pedagogy Doctor of Environmental Management
- Ed.D. in Pedagogy/specialization in Philosophy for Children Sc.D. in Audiology

The Statement of Research/Inquiry provides you an opportunity to inform the Admissions Committee of your thoughts, ideas, and areas of interest that may lead to dissertation research. In preparing your statement, please keep in mind that the Admissions Committee is seeking evidence of your ability to communicate clearly and professionally.

The Statement of Research/Inquiry should be 1 - 3 pages, double-spaced and typewritten. Please attach your statement to this cover page and be sure to include your name and date at the bottom of each page.

Doctoral Essays for the Ph.D. in Counselor Education

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions &
Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

Last name

First name

Middle name

Social Security/Student ID Number: _____ - _____ - _____

Doctoral program:

Ph.D. in Counselor Education

-
1. Please submit an autobiographical essay, to include past accomplishments, future career aspirations, and why you are choosing to pursue this degree at this time (from both a personal and professional perspective).
 2. Please fully outline your theoretical approach to counseling at this stage in your career.
 3. Please discuss any research interests you might have at this point, for future study and for possible dissertation inquiry
-

The Statement of Research/Inquiry should be 1 - 3 pages, double-spaced and typewritten. Please attach your essays to this cover page and be sure to include your name and date at the bottom of each page.

Recommendation for Admission to Doctoral Study

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions &
Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

To the student: Please complete this portion of the form and give it to your recommender along with a self addressed 'letter of recommendation' envelope provided with the application booklet. Ask that he/she sign over the seal before sending the completed form back to you. You should select a person able to evaluate your qualifications for doctoral study in the program to which you are applying.

Name of student: _____

Social Security/Identification Number: _____

Doctoral program: Ed.D. in Mathematics Pedagogy Doctor of Environmental Management Sc.D. In Audiology

Ed.D. in Pedagogy/specialization in Philosophy for Children Ph.D. in Counselor Education

Name of person submitting recommendation: _____

Right of Access: The Federal Family Educational Rights and Privacy Act of 1974 gives students and graduates the right of access to their records, including letters of recommendation. It is your option to waive your right of access or decline to do so. Please mark the appropriate phrase below indicating your choice of option and sign your name.

I do... I do not... ... waive my right to review this recommendation.

Student's signature: _____ Date: _____

To the recommender: The above individual is applying to doctoral study at Montclair State University. This application is a self-managed application that requires the applicant to provide all supporting materials to the Office of Graduate Admissions & Support Services at Montclair State University in one complete package. Please return this form and your signed recommendation letter in the envelope provided by the applicant. The envelope should be sealed and signed before returning it to the applicant.

As the writer of this recommendation, you are requested to give a frank assessment of the applicant. The Admissions Committee seeks your opinion regarding the applicant's character, personality, and your candid judgement regarding the candidate's ability to master advanced study in his/her chosen field. If possible, please compare his/her competence, motivation, and creativity with others you have known. Your help is sincerely appreciated. The Admissions Committee will give your recommendation serious consideration. Please attach your letter to this cover sheet.

Right of Access: The Federal Family Educational Rights and Privacy Act of 1974 gives students and graduates the right of access to their records, including letters of recommendation. If the student has not waived the right to review this recommendation and is admitted and enrolled, the student will be able to access this letter by formally requesting this right in writing.

To be completed by the recommender:

How long have you known the applicant? _____

In what capacity have you known the applicant? _____

Name: _____

Title: _____ E-mail: _____

Institution or affiliation: _____ Phone: () _____

City: _____ State: _____ ZIP Code: _____

Signature: _____ Date: _____

Recommendation for Admission to Doctoral Study

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions & Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

To the student: Please complete this portion of the form and give it to your recommender along with a self-addressed 'letter of recommendation' envelope provided with the application booklet. Ask that he/she sign over the seal before sending the completed form back to you. You should select a person able to evaluate your qualifications for doctoral study in the program to which you are applying.

Name of student: _____

Social Security/Identification Number: _____

Doctoral program: Ed.D. in Mathematics Pedagogy Doctor of Environmental Management Sc.D. In Audiology

Ed.D. in Pedagogy/specialization in Philosophy for Children Ph.D. in Counselor Education

Name of person submitting recommendation: _____

Right of Access: The Federal Family Educational Rights and Privacy Act of 1974 gives students and graduates the right of access to their records, including letters of recommendation. It is your option to waive your right of access or decline to do so. Please mark the appropriate phrase below indicating your choice of option and sign your name.

I do... I do not... ... waive my right to review this recommendation.

Student's signature: _____ Date: _____

To the recommender: The above individual is applying to doctoral study at Montclair State University. This application is a >self-managed= application that requires the applicant to provide all supporting materials to the Office of Graduate Admissions & Support Services at Montclair State University in one complete package. Please return this form and your signed recommendation letter in the envelope provided by the applicant. The envelope should be sealed and signed before returning it to the applicant.

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How long have you known the applicant? _____

In what capacity have you known the applicant? _____

Name: _____

Title: _____ E-mail: _____

Institution or affiliation: _____ Phone: () _____

City: _____ State: _____ ZIP Code: _____

Signature: _____ Date: _____

Recommendation for Admission to Doctoral Study

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions & Support Services
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Telephone: (973) 655-5147
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How long have you known the applicant? _____

In what capacity have you known the applicant? _____

Name: _____

Title: _____ E-mail: _____

Institution or affiliation: _____ Phone: () _____

City: _____ State: _____ ZIP Code: _____

Signature: _____ Date: _____

The Saul and Adelaide Goldfarb Graduate Scholarship Application

(Awarded by the Montclair State University Foundation)

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions &
Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

Please type or print in ink.

Applicants must complete an application for doctoral study and be accepted into that program in order to be awarded a scholarship. Please complete this form and submit it along with a **recent resume** and your typed response to the 4 essay questions with the completed admission application packet .

Social Security/ Student Identification Number: _____ - _____ - _____

Last name: _____ First name: _____ M.I.: _____

Street Address: _____

City, State, Zip, Country: _____

Telephone Number: _____ Gender: Male Female

Country of Citizenship: _____ Daytime Telephone: _____

E-Mail Address: _____

Doctoral Program: Ed.D. in Mathematics Pedagogy Ph.D. in Counselor Education Sc.D. in Audiology

Ed.D. in Pedagogy/specialization in Philosophy for Children Doctor of Environmental Management

Application Term: 2008 2009 2010

Anticipated Enrollment: Full-time (9 or more credits/semester) Part-time (less than 9 credits/semester)

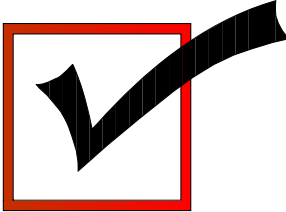
Please attach a **typed response** to the following questions along with a **recent resume**.

1. Please describe former or current work/life experiences and how these experiences relate to your chosen program of study.
2. What are the unique features of this program that led you to pursue it at Montclair State University?
3. What are your plans upon completion of the intended program? What are your aspirations/career goals for 7-10 years after you have completed the program?
4. How would this scholarship assist you in achieving your goals?

Application for Doctoral Study Check List

MONTCLAIR STATE UNIVERSITY
The Office of Graduate Admissions &
Support Services
Upper Montclair, NJ 07043
Telephone: (973) 655-5147
Fax: (973) 655-7869

To assist you in completing the self-managed application, please make sure that the following items have been completed before sending in your application materials.



Your completed application package should be submitted to the Office of Graduate Admissions & Support Services by **February 1st** (December 1st is encouraged for international applicants) and include the following items:

- Completed and signed Application for Doctoral Study.
- Essay requirement based on program (attached to its cover page).
- The sealed and signed envelopes containing the official transcripts of the schools you have attended.
- The three sealed and signed envelopes containing the Letters of Recommendation.
- Results of the Graduate Record Examination (GRE) and the Test of English as a Foreign Language (TOEFL), if applicable. Official score reports must be sent directly from the testing agency to the Office of Graduate Admissions & Support Services. Please note the date you took or are taking the test in the section titled "Unofficial Reporting of Standardized Test Scores" on page 10.
- Copies of any Teaching Certifications (if applicable).
- The US \$60 **non-refundable** application fee in the form of a check or money order drawn from a US bank made payable to Montclair State University.

In addition, you may wish to include a completed application for a graduate scholarship. (Applications for doctoral assistantships must be completed on line; see page 7.)

- Application for Graduate Scholarship (optional)

Please include this checklist with your application.

The Office of Graduate Admissions & Support Services will confirm receipt of your application materials by letter. The Admissions Committee will review all completed applications and admission decisions will be sent to all applicants by letter.

Directions to the Montclair State University Campus

Montclair State University is on Valley Road and Normal Avenue, Upper Montclair, N.J., one mile south of the junction of routes 3 and 46. [Directions and a campus map are also available on the MSU website, www.montclair.edu.]

By Car From:

Bloomfield Avenue, Montclair: North on Valley Road, 3.3 miles to Normal Avenue light, turn left.

Route 46 (East and West): Valley Road, Montclair exit (at Route 3 junction), south for approximately one mile to Normal Avenue light, turn right.

Route 3 West: Valley Road, Montclair exit (at Route 46 junction), south for approximately one mile to Normal Avenue light, turn right.

Garden State Parkway North: Exit 153B (left lane) to Route 3 West to Valley Road, Montclair exit, south one mile to Normal Avenue light, turn right.

Garden State Parkway South: Exit 154 to Route 46 West, to Valley Road, Montclair exit, south one mile to Normal Avenue light, turn right.

New Jersey Turnpike North or South: Exit 16W to Route 3 West, Valley Road, Montclair exit, south one mile to Normal Avenue light, turn right. Motorists traveling on the Turnpike south of Exit 11 may exit there to Garden State Parkway North.

Lincoln Tunnel: Follow to Route 3 West.

George Washington Bridge: Route 80 West to Garden State Parkway South.

By Public Transportation* From:

New York City (by train): Take PATH Service to Hoboken, transfer to NJ Transit Boonton Line, and get off at Montclair Heights Station at southwest corner of campus. (Service available only on weekdays in the afternoon and evening.)

New York City (by bus): DeCamp Bus No. 66 leaves from the Port Authority Bus Terminal; get off at Mt. Hebron and Valley roads, turn right (north) on Valley, and walk one block to the Normal Avenue traffic light, then turn left to campus entrance.

Newark: NJ Transit Bus No. 28 originates at Macy's, Washington and William streets, and terminates its run on campus.

Paterson: NJ Transit Bus No. P4 travels from Main Street and Broadway in Paterson. Transfer at Main and Center streets in Little Falls to No. P705 to Montclair State University. Or, NJ Transit Bus No. 72 originates at Broadway Terminal, Paterson, and goes to Broad Street, Bloomfield. Change to No. 28 at Bloomfield Center.

The Oranges: Take One Bus Co. No. 44 to Main and Day streets in Orange. Connect to NJ Transit Bus No. 92 to Glenwood and Bloomfield avenues. Change to NJ Transit Bus No. 28.

Passaic: NJ Transit Bus No. P705 originates at Main Street and Passaic Avenue in Passaic and travels through Clifton to Montclair State University.

Jersey City: Friendly Bus Service Bus No. 22 originates at Platform D4 in Journal Square PATH Center and ends its run on campus. (Weekdays only.)

Wayne: NJ Transit Bus P705 originates at Willowbrook Mall and ends its run on campus.

*Subject to change without notice. information available from New Jersey Transit, 1-800-772-2222.