Application for Admission to a Graduate Degree Program

Dear Applicant,

Thank you for your interest in graduate education at the University of Massachusetts Dartmouth.

An alternative to submitting these paper forms is to apply online. The application can be submitted electronically through our website—just go to www.umassd.edu/graduate, find the button that says “Apply Now” and then the link for “Online Application.”

For application deadline and test requirement information, see www.umassd.edu/graduate/prospectivestudents/deadlinesandrequirements. Note that paper applicants for certain programs must submit a “Supplemental Application Form,” which is found on pp. 5-8 of this document. Online applicants do not submit a “Supplemental Application Form” per se because the information sought on the form is already embedded in the online application. For details on what constitutes a complete application, see www.umassd.edu/media/umassdartmouth/graduatestudiesadmissions/pdfs/grad_checklist.pdf. When completing the paper or online application, it may also be helpful to refer to the Graduate Catalog (www.umassd.edu/catalog), which provides information about individual graduate programs and courses.

The Office of Graduate Studies will evaluate each application for completeness before sending it to the relevant academic department for action. If application materials are missing or otherwise incorrect, we will inform you. You may check your application’s status at www.umassd.edu/graduate/appstatus.cfm.

A special note about financial aid. Persons seeking an assistantship should so indicate on the application form itself and then submit the separate assistantship application form. Information on financial assistance is given in a chapter of the Graduate Catalog and in the sections describing each program. Persons seeking university aid such as a loan or work study (US citizens or Permanent Residents only) should file the Free Application for Federal Student Aid (FAFSA) form before the priority deadline of March 1. Do not wait until you have been accepted to a graduate program, but file the FAFSA as soon after January 1 as possible, indicating UMass Dartmouth as a recipient of your results (code number 002210). Call our Financial Aid Office at 508.999.8632 for assistance. Financial aid eligibility requirements include being registered for at least half-time status each semester and taking only courses that count toward the graduate program to which you have been admitted.

You may wish to contact the graduate program director of the program that you are interested in for information about the program, courses, or curriculum. Please contact us with any questions about the university or the application process.

Sincerely,

The Office of Graduate Studies

For assistance —
508.999.8604 voice
508.999.8183 fax
graduate@umassd.edu
www.umassd.edu/graduate

Mail your application materials to:

Office of Graduate Studies
University of Massachusetts Dartmouth
285 Old Westport Road
Dartmouth, Massachusetts 02747-2300

Law School Applicants
Please do not use this form.

Instead, please use the application form at www.umassd.edu/law.
Checklist for Completeness of Application

A decision on your application cannot be made until it is complete.

This checklist will help you remember to enclose all required items and send transcripts and test scores.

- Application form filled out completely and signed to certify that information is complete and accurate and the records are correct and official
- Supplementary Application form if required for the program
- Essay/Statement of Intent
- Résumé
- $60 application fee enclosed with your application
- Official transcripts of all post-secondary study sealed in official envelopes
- Recommendations (three are required unless otherwise noted)
- Official test scores to be sent by the testing company (preferably in advance of mailing in your application) if required for the program
- Other specific information or materials if required for the program, such as a portfolio
- International applicants: (a) official TOEFL test scores to be sent by the testing company; (b) affidavit of support and accompanying documents

Remember to refer not only to the explanations and instructions on this form but also to the section in the Graduate Catalog that describes admissions criteria and requirements for the program.
**Term/year of intended entrance**
- January ______
- September ______

**Choice of Academic Load**
- Full-Time
- Part-Time

### Personal data

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<thead>
<tr>
<th>Family name</th>
<th>First (given) name</th>
<th>Middle name/Initial</th>
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<th>Previous or maiden last name</th>
<th>Previous first name</th>
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<tr>
<th>Date of birth (used for purposes of identification): (mm/dd/yyyy)</th>
<th>Gender: Male/Female</th>
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**Permanent address**

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<tr>
<th>City/state/zip</th>
<th>Permanent phone number</th>
<th>Cell/mobile phone number if different</th>
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**Mailing address if different**

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<th>City/state/zip</th>
<th>E-mail address</th>
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If you give different mailing and permanent addresses, which should we use in corresponding with you, and on which dates?

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**Graduate program of choice — Degree program**

I am applying for entrance to the following UMass Dartmouth graduate program. Mark only one program choice. Consult the Graduate Catalog (www.umassd.edu/catalog/) for any choices of option and indicate your preference.

- Accounting MS
- Art Education MAE (Also complete supplemental form.)
- Biology MS or Marine Biology MS
- Biomedical Engineering & Biotechnology PhD or MS (Also complete supplemental form.)
- Business Administration MBA (Also complete supplemental form.)
- Chemistry MS or PhD (Also complete supplemental form.)
- Civil & Environmental Engineering MS
- Computer Science MS
- Computer Engineering MS (Also complete supplemental form.)
- Computer Engineering MS (Also complete supplemental form.)
- Data Science MS
- Educational Leadership & Policy Studies PhD
- Electrical Engineering MS or PhD (Also complete supplemental form.)
- Engineering & Applied Science PhD (Also complete supplemental form.)
- Fine Arts MFA (Artisanry, Fine Arts, Visual Design) (Also complete supplemental form.)
- Healthcare Management MS
- Luso-Afro-Brazilian Studies & Theory PhD
- Marine Science & Technology MS or PhD (Also complete supplemental form.)
- Mathematics Education PhD
- Mechanical Engineering MS
- Nursing MS, DNP, or PhD (Also complete supplemental form.)
- Physics MS
- Portuguese Studies MA
- Professional Writing MA
- Psychology MA (Also complete supplemental form.)
- Public Policy MPP (Also complete supplemental form.)
- Teaching MAT (Also complete supplemental form.)
- Technology Management MS

Those wishing to apply for two different graduate programs concurrently submit two separate applications and pay separate application fees. Only one concurrent matriculation will be permitted.

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**Other personal information**

- Are you a Non-Resident Alien (visa holder)? Yes__ No__
- Are you a Veteran of U.S. Armed Forces? Yes__ No__
- Are you Hispanic or Latino? Yes__ No__
- Are you a Veteran of U.S. Armed Forces? Yes__ No__
- Please check one or more of the following groups in which you consider yourself to be a member:
  - American Indian or Alaska Native (including all Original Peoples of the Americas)
  - Asian from Indian subcontinent
  - Native Hawaiian or Other Pacific Islander (Original Peoples)
  - Other Asian descent
  - Cape Verdean
  - African American
  - Other Black (including Africa and Caribbean)
  - For U.S. Citizens and Permanent Residents: Are you Hispanic or Latino? Yes__ No__
  - I am (check one): Veteran of U.S. Armed Forces
  - Dependent of a Veteran
  - Not a Veteran

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CERTIFICATE PROGRAM applicants should use the Graduate Certificate Program Application form. (page 17)

LAW SCHOOL APPLICANTS: Please do not use this form. Instead, please use the application form at www.umassd.edu/law.
Education

List all post-secondary technical institutes or two- or four-year colleges/universities you have attended or are attending (even if you did not complete a degree there). List current or most recent first and use additional sheet if necessary.

<table>
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<tr>
<th>Name of school</th>
<th>dates (from-to)</th>
<th>major</th>
<th>degree if any</th>
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Obtain official transcripts of your academic record for each of these institutions, sealed in official envelopes, and enclose them unopened with your application papers. Failure to list any post-secondary institution you attended is grounds for admission denial or dismissal. We will evaluate your application only if you send us all official transcripts. (However, do not obtain UMass Dartmouth transcripts; we will obtain those for you.)

The academic records you send should indicate the institution you attended, your program of study there (major), the specific courses you attempted and completed there and your performance in them (grades), and the degree obtained from that institution, if any. If you cannot provide official post-secondary transcripts from any institution, discuss the reasons on a separate sheet and propose an alternative. We will work with you on the best means of complying with the transcript requirement.

If you are not a U.S. citizen, fill in the following:

Country of citizenship ____________________________ Country of birth ____________________ City of birth ___________________

☐ I am a U.S. permanent resident. Registration number: __________________________. Enclose copy of both sides of I-551 card.

or

☐ I have received official asylum/refugee status in the U.S. Provide photocopies of documentation.

or

☐ I have other reasons for claiming eligibility to enroll without needing any special visa or immigration status. Explain here and provide any needed documentation.

or

☐ I am an international student who will study under a non-resident visa. Please complete form titled “International Applicants Only” and submit it along with your application materials.

Additional information

Have you applied for graduate admission to UMass Dartmouth or Southeastern Massachusetts University before?  Yes ☐ No ☐

If so, when? ______________

Have you registered at UMass Dartmouth or SMU before?  Yes ☐ No ☐ If so, when? ______________

Have you registered at UMass School of Law or Southern New England School of Law before?  Yes ☐ No ☐ If so, when? ______________

If applicable, state the most important academic, professional, or business positions you have held, especially those held since receiving your baccalaureate degree. Note: if providing this information in a supplemental application form or resume, you may omit it here.

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<thead>
<tr>
<th>Employer</th>
<th>dates (from-to)</th>
<th>type of work</th>
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Test requirements

Read the Graduate Catalog (www.umassd.edu/catalog/) carefully to learn the test requirements of the program for which you are applying. We will evaluate your application only after all official test scores or other required materials arrive. If you are an international student, check our TOEFL/IELTS requirements carefully.

Indicate when you took or plan to take the examinations required for your program (mm/yyyy):

<table>
<thead>
<tr>
<th>GRE General</th>
<th>GRE Subject</th>
<th>GMAT</th>
<th>GMAT</th>
<th>IELTS</th>
<th>IELTS</th>
<th>LSAT</th>
<th>LSAT</th>
<th>TOEFL</th>
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</thead>
</table>

Essay

Every graduate program requires an essay of 300 or more words. Read the Graduate Catalog carefully for any special instructions about this essay for the program of your choice.

In general, this essay should indicate your graduate study objectives, research/creative interests and experience, undergraduate and graduate experience, and business or industry experience as applicable. One important use of this essay will be to assess how well your academic interests and long-range goals fit the academic program to which you are applying. If you are also applying for a teaching or research assistantship, include any special skills or experience that would assist us in our decision on the assistantship award.
Letters of recommendation  Every graduate program requires applicants to submit letters of recommendations, at least three, unless otherwise indicated. It is strongly recommended that at least one letter of recommendation be provided by a faculty member who has served as your classroom instructor in an accredited degree program. Read the Graduate Catalog (www.umassd.edu/catalog/) carefully for any special instructions about these letters for the program of your choice. The writer of each letter should seal it in its own envelope and sign across the flap to show that the seal is unbroken. Recommendation letters should have original signatures, be on our form or on official letterhead paper, and may not be photocopies. List each person writing a recommendation for you.

Graduate teaching or research assistantship; financial aid  (check all that apply):

- [ ] I do not wish to apply for a graduate teaching or research assistantship.
- [ ] I wish to apply for a graduate teaching assistantship.
- [ ] I wish to apply for a graduate research assistantship.

Please also submit the separate form, included among the forms here, to apply for a graduate teaching or research assistantship. This form gives you the opportunity to indicate any special qualifications or experience, information that you may also include in your application essay.

You may wish to apply for graduate financial assistance such as a loan or work study (neither is available to international students). In this case, you should submit a Free Application for Federal Student Aid (FAFSA) form indicating UMass Dartmouth’s school code number of 002210. You should do this early; do not wait for your final admission decision. You can file online at www.fafsa.org or our Office of Financial Aid can send a blank FAFSA form to you; contact the office at 508.999.8632. March 1 is the priority date for your application to be received by the Federal Student Aid Program office. File your FAFSA or FAFSA renewal application as soon after January 1 as possible.

Campus housing  Are you interested in living in a campus residence hall?

- [ ] Yes
- [ ] No

Although preference for on-campus housing is given to full-time undergraduate students, a number of apartment-style on-campus spaces are made available to graduate students. Contact the UMass Dartmouth Office of Housing and Residential Life at 508.999.8140 or housing@umassd.edu.

Massachusetts residency status — Mandatory

As a state-supported university, we must identify the state residency of our applicants. Students who are Massachusetts residents pay a lower tuition charge. Consult the tuition residency statement in the Graduate Catalog to understand how tuition status is determined and the process for appeals. Mark the appropriate box and provide the information requested.

Residents of Massachusetts complete this section:

- [ ] I have resided continuously in the Commonwealth of Massachusetts since __/__/____ (mm/dd/yyyy).
  
  My permanent, legal address is:

Non-Residents of Massachusetts complete this section:

- [ ] I do not qualify for Massachusetts residency.
- [ ] I have been a legal resident of CT, ME, NH, RI, or VT for at least one year. (This verification is required if you will claim eligibility for reduced tuition in a qualifying program under the New England Board of Higher Education Regional Student Program or the Proximity Rule for some Rhode Island residents.) My permanent, legal address is:

- [ ] Although the above do not apply to me, I still claim Massachusetts residency because (reason must be derived from the Tuition Classification policy, and will be reviewed for compliance):

Application fee  An application fee of $60 is required along with the application packet. The fee cannot be waived, is not refundable, and must be in U.S. dollars. Please make checks payable to “University of Massachusetts Dartmouth.”

Signature  Please check your entire application and enclosures before signing the following statement. Any falsification or omissions may result in denial of admission, dismissal, and/or admission revocation. All information will be kept confidential and will be released only to persons authorized to review it. To the best of my knowledge and belief, the information I have provided on this application is complete and accurate and the records submitted are correct and official.

Signature  Date

Mail your application materials to:

Office of Graduate Studies
University of Massachusetts Dartmouth
285 Old Westport Road
Dartmouth, Massachusetts 02747-2300

The University of Massachusetts is committed to a policy of equal opportunity without regard to race, color, religion, gender, gender identity or expression, age, sexual orientation, national origin, ancestry, disability, military status, or genetic information in employment, admission to and participation in academic programs, activities, and services, and the selection of vendors who provide services or products to the University.
Full name

Art Education – MAE
Supplemental Application Form

1. Please indicate your intended status as a graduate student: □ Full-time; □ Part-time.

2. Are you provisionally teacher-licensed? □ Yes □ No. If not, is licensure coursework in progress? □ Yes □ No. If you are not provisionally licensed and wish to become so, along with the 33-credit MAE program we offer a curriculum of 21 additional credits to enable students to become eligible for provisional licensure in Art Education. Please discuss special circumstances with the graduate program director.

3. Have you passed the Massachusetts Test of Educator Licensure (MTEL) Communication and Literacy Skills Test? □ Yes □ No. The MTEL Content Knowledge Test? □ Yes □ No. Both are indicated as requirements for admission; discuss special issues with the graduate program director.

4. Please list any published articles, books, or monographs, any exhibitions, any professional activities, or any other scholarly or creative activity which may be of interest to the graduate committee in evaluating your application. You may use an additional sheet. Also please list your professional work experience or enclose a résumé.

5. In your application essay, please tell us your reasons for applying to the Master of Art Education program, including the professional and personal goals your enrollment in the program would meet.

6. Indicate how you will submit your portfolio:
   □ I am sending my portfolio via the Slideroom website (preferred) https://umassd.slideroom.com/. □ I am enclosing my portfolio with this application. □ I am sending my portfolio under separate cover (address it to the Office of Graduate Studies).

Upon successful review of your application, a member of the MAE graduate committee may contact you to arrange for an interview.

Artisanry, Fine Arts, or Visual Design – MFA
Supplemental Application Form

1. Which studio emphasis do you wish to pursue? (check one)
   □ Ceramics
   □ Drawing
   □ Digital Media
   □ Fibers
   □ Painting
   □ Graphic Design
   □ Metals/Jewelry
   □ Printmaking
   □ Illustration
   □ Wood/Furniture Design
   □ Sculpture
   □ Typography

2. Indicate how you will submit your portfolio:
   □ I am sending my portfolio via the Slideroom website (preferred) https://umassd.slideroom.com/. □ I am enclosing my portfolio with this application. □ I am sending my portfolio under separate cover (address it to the Office of Graduate Studies).

Upon successful review of your application, a member of the MFA graduate committee may contact you to arrange for an interview.

Biomedical Engineering & Biotechnology – MS or PhD
Supplemental Application Form

Biomedical Engineering & Biotechnology applicants should carefully study the program description in the Graduate Catalog (www.umassd.edu/catalog/) to understand the application process. Please feel free to make inquiries and contacts as suggested in that section.

1. I request admission as (choose one):
   □ a PhD student from a BS degree; or □ a PhD student from an MS degree
   □ a MS Medical Laboratory Science option – Professional Science Master’s (PSM) student

2. I am interested in having my studies based at the UMass Dartmouth campus. I understand there will be opportunities for intercampus study. Based on my interests and areas of academic preparation, I choose to have my studies based in the following college/department at UMass Dartmouth. Please choose the most likely department below; we may later suggest a different departmental placement.
   □ College of Arts and Sciences
   □ Biology
   □ Chemistry and Biochemistry
   □ Mathematics
   □ Medical Laboratory Science
   □ College of Engineering
   □ Bioengineering
   □ Civil and Environmental Engineering
   □ Computer and Information Science
   □ Electrical and Computer Engineering
   □ Mechanical Engineering
   □ Physics
Business – MBA
Supplemental Application Form

The MBA program is offered in several delivery modes. I am requesting admission to the program as a (choose one):

- Full-time on campus MBA student
- Part-time on campus MBA student (US residents only)
- Online MBA student (also check full-time or part-time box at top of p. 5)
- BA/BS-MBA student for select UMD non-business majors only (also check full-time or part-time box at top of p. 5)
- MBA/MS student joint program with UMass School of Law-Dartmouth (Note: MBA/MS applicants must also apply separately for the JD program)

Two recommendations are required for MBA admission consideration.

Chemistry – MS or PhD
Supplemental Application Form

1. Indicate your program interest:
   - Chemistry MS only
   - Chemistry & Biochemistry PhD only

2. Please indicate your area(s) of interest:
   - Analytical
   - Biochemistry/biotechnology
   - Computational
   - Inorganic
   - Marine/environmental
   - Physical
   - Polymer
   - Organic
   - Other
   - Undecided

3. Summarize information from your transcript about chemistry and related courses you have taken:
   - Course
   - Year taken
   - Credits/Units
   - Grade(s)
   - General Chemistry
   - Analytical Chemistry
   - Advanced Inorganic Chemistry
   - Organic Chemistry I
   - Organic Chemistry II
   - Physical Chemistry I
   - Physical Chemistry II
   - Calculus
   - Physics
   - Chemistry Electives

4. Provide your Grade Point Average (GPA) or equivalent:
   - College/University GPA
   - Overall GPA
   - Chemistry GPA

Electrical and Computer Engineering – MS or PhD
Supplemental Application Form

1. I am requesting admission as (choose one):
   - an MS student
   - a PhD student directly from a BS degree
   - a PhD student from an MS degree

2. As a PhD applicant, I am interested in the following specific option (choose one):
   - Computer Engineering
   - Electrical Engineering

Marine Science & Technology – MS or PhD
Supplemental Application Form

Note: Depending on qualifications, we may offer some who request PhD admission MS admission instead.

1. I am applying for:
   - Marine Science & Technology MS
   - Marine Science & Technology PhD
   - Coastal and Ocean Administration, Science and Technology (COAST) option – Professional Science Master’s (PSM)

2. Marine Science graduate students may be based in the UMass Dartmouth School for Marine Science & Technology or in an appropriate academic department such as Biology, Chemistry, or Physics. If you are interested in admission to one of the departments that is not in the UMass Dartmouth School for Marine Science & Technology, indicate that department here:

In your Personal Statement you should describe your contacts with a person or persons in that department.

Nursing – MS, DNP or PhD
Supplemental Application Form

1. Please indicate your intended status as a graduate student:
   - Full-time
   - Part-time

2. Which option in nursing do you wish to pursue?
   - MS Adult Health/Nurse Educator
   - MS Community Health/Nurse Educator
   - DNP Gerontology Primary Care Nurse Practitioner
   - PhD Nursing
   - MS Adult Health/Nurse Manager
   - MS Community Health/Nurse Manager
   - Post-MD DNP
   - BS-PhD Nursing

3. I earned my Nursing BS degree from UMass Dartmouth, and am eligible to use, toward the option selected in Question 2, some credits that already count toward my BS degree.
   - Yes
   - No

4. List all professional experience, including any undergraduate field experience or internship(s) (use separate sheet if needed):
   - Dates of Employment
   - Name of Agency
   - Position Held
### Psychology – MA

**Supplemental Application Form**

1. Please indicate your intended status as a graduate student: Full-time; Part-time.
2. Please indicate which option you wish to pursue: Initial License; Professional License.
3. Which MA option do you wish to pursue?

- Middle/Secondary Education — and indicate one Content Field below
  - Biology (8-12)
  - Chemistry (initial license only) (B-12)
  - Mathematics (5-8)
  - Physics (initial license only) (B-12)
  - Portuguese (5-12)
  - English (B-12)
  - History (B-12)
  - Spanish (5-12)

4. List all professional experience (use separate sheet if needed):
   - Dates of Employment
   - Name of Agency or School
   - Position Held

### Public Policy – MPP

**Supplemental Application Form**

1. I am applying for the following program: MPP traditional classroom; MPP online; MPP/X Joint program with UMass law
2. If you intended to complete all your course work fully online, please select the "online" option.
3. Please indicate your intended status as a graduate student: Full-time; Part-time.
4. Provide your evening telephone number:
5. List all professional experience, including any undergraduate field experience or internship(s):
   - Type of work
   - Location
   - Start/End Dates
   - Immediate Supervisor

Upon successful review of your application, a member of the Psychology graduate committee may contact you to arrange for an admissions interview.

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### International Applicants Only

**Full name**

Please answer the following question:

- **Have you studied in the United States previously?**
  - Yes; No.
  - If "yes," please complete items a-c; if "no," just complete item "e" below:

  a. Give us the following information for every past or present U.S. institution attended (use additional sheet if needed):
     - Visa type
     - School, College or University
     - Start date
     - End date

b. Are you in the U.S. now? Yes; No.
   - If you answered "yes," please complete items a-c; if "no," just complete item "e" below:

   a. Explain here any special conditions concerning your English eligibility and TOEFL/IELTS scores.
   - I understand I am subject to the requirement to submit official TOEFL/IELTS scores. I have taken/will take the TOEFL or IELTS examination on ___________________ (give date) and have ordered/ordered an official score report sent to UMass Dartmouth.
   - OR
     - I have or will have a visa allowing me to study at UMass Dartmouth. If so, indicate type and explain below or on a separate sheet.

   c. Indicate special conditions that apply to your visa status here or on a separate sheet; we hope to work with you to resolve issues.

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### English Language Proficiency Requirement

- I understand I am subject to the requirement to submit official TOEFL/IELTS scores. I have taken/will take the TOEFL or IELTS examination on ___________________ (give date) and have ordered/ordered an official score report sent to UMass Dartmouth.
- OR
  - Explain here any special conditions concerning your English eligibility and TOEFL/IELTS scores.

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### Financial Certification

On the reverse of this sheet we provide a form that you should use to document your having sufficient funding to cover your costs as a student at UMass Dartmouth. We will accept other, similar documentation if you choose not to use our form, but please study the form carefully because it indicates the specific documentation that we require. Please understand that you must prove the existence of the funding you claim by supplying us with official documents—bank statements showing you or your sponsor have sufficient funds and a signed letter from your sponsor promising to provide funding.

Many international graduate students rely on an assistantship from the university for all or part of their funding. If you are to receive an assistantship, the Office of Graduate Studies will communicate with you about its terms, the amount of funding it offers, and whether you will need to provide some funding on your own.

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### Dates of Employment

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<tr>
<th>Name of Agency or School</th>
<th>Position Held</th>
<th>Start/End Dates</th>
<th>Immediate Supervisor</th>
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### Teaching – MAT

**Supplemental Application Form**

1. Please indicate your intended status as a graduate student: Full-time; Part-time.
2. Please indicate which option you wish to pursue:
   - Initial License;
   - Professional License.
3. Which MAT option do you wish to pursue?

- Middle/Secondary Education — and indicate one Content Field below
  - Biology (8-12)
  - Chemistry (initial license only) (B-12)
  - Mathematics (5-8)
  - Physics (initial license only) (B-12)
  - Portuguese (5-12)
  - English (B-12)
  - History (B-12)
  - Spanish (5-12)

4. List all professional experience (use separate sheet if needed):
   - Dates of Employment
   - Name of Agency or School
   - Position Held
International Applicants — Declaration and Certification of Finances

Full name

Students who will be studying here under one of the types of non-resident visas must complete and submit this form and provide the required documentation (or submit another set of materials that provides the same information and documentation to us). Enclose it and all required documentation together with the completed application for admission. If you are a U.S. Permanent Resident (holder of a “green card”) or a student in valid asylum/refugee status please so indicate on the regular application and do not submit this form.

The U.S. Department of Homeland Security requires the university to review the financial resources of each international student applying for admission. Applicants for an F-1 visa to study at the University of Massachusetts Dartmouth in the United States must demonstrate that they can meet the expenses of their education, housing, meals, and personal needs.

International applicants should study carefully the chapter in our Graduate Catalog (www.umass.edu/catalogo) addressed specifically to international students. That chapter gives important information and provides instructions for the application procedure for international students needing a non-resident student visa. To understand the present form, you should especially study the list of estimated expenses for your first year of study at UMass Dartmouth. The total amount of support listed on this form and supported by the required documentation must equal or exceed the amount shown in that chapter. If the total is less than the amount that is listed as required, we will not be able to process your application for admission.

1. Living arrangements (check one)
   - Off-campus rental
   - On-campus
   - With a relative, cost free (must verify)

Will you be alone or accompanied also by (check as applicable)
   - A spouse
   - A dependent(s) and how many? _______

2. Indicate amounts available to support your studies at UMass Dartmouth for the first academic year.

   Give amount in U.S. dollars and show the type of financial support for each amount. Use whichever items apply to you, and list any additional sources on a separate sheet.

   Your own funds
   - $ ________

   Sponsor
   - Name
   - Address

   Relationship to you
   - Sponsoring agency, employer or government
   - Name
   - Address

   $ ________

   Total
   - $ ________

3. Enclose an original, official letter (not just a photocopy) from a bank for each sponsor listed as giving you funds. The letter(s) should indicate that sufficient funds are available to meet the need shown for your entire period of study. If your own funds will be used, enclose an official letter from a bank verifying the availability of funds in your own account.

4. Enclose an Affidavit of Support for each sponsor and agency listed as giving you funds. Each affidavit must (1) verify that the sponsor or sponsoring agency agrees to provide the support indicated for your first year of study and agrees to meet similar expenses in future years to enable you to complete your degree; (2) show the legal signature of the sponsor or of an official of the sponsoring agency. Each affidavit is to be an original, official letter, not a photocopy.

5. Your legal signature __________________________ Date __________________

Graduate certificate program of choice (choose one)

Post-Master's Certificate
   - I am applying for a Post-Master's in Applied Behavior Analysis

Post-Bachelor's Certificates

A. Write the full name of the Certificate you are applying for:

B. If you are applying for the Teaching Licensure Certificate, complete the following:

   Middle/Secondary Education—Indicate one Content Field below
   - Biology (8-12)
   - Chemistry (8-12)
   - English (8-12)
   - Physics (8-12)
   - French (5-12)
   - General Science (5-8)
   - History (5-8)
   - Mathematics (5-8)
   - Music (pre-K-12)
   - Portuguese (5-12)

   Visual Art (those interested in this licensure should apply for regular MA admission, use degree admission form.)

   We can evaluate your application only after we receive official test scores as follows; please submit and indicate dates taken below:
   - Middle/Secondary Education, MTEL Communication and Literacy portion (01) _______________ Content/Subject portion (03) ________________

   C. If you are applying for the Artisanry or Fine Arts Certificate, complete the following
      Artisanry—Choose one studio emphasis
      - Ceramics
      - Jewelry/Metals
      - Fibers
      - Wood/Furniture Design
      - Fine Arts—Choose one studio emphasis
      - Drawing
      - Painting
      - Printmaking
      - Sculpture

      Indicate how you will submit your image portfolio of 10 slides or 10 digital images:
      - I am sending my portfolio via the Slideroom website (preferred) https://umassd.slideroom.com/
      - I am enclosing my portfolio with this application

      Provide names and contact information of three references to be contacted by Artisanry or Fine Arts faculty (use separate sheet). Upon successful review of your application, a member of the graduate committee may contact you to arrange for an interview.

Term/year of intended entrance —

   Check one and enter year
   - January ______
   - September ______

Choice of Academic Load

   Check one
   - Full-Time
   - Part-Time
Education
List all post-secondary technical institutes or two- or four-year colleges/universities you have attended or are attending (even if you did not complete a degree there). List current or most recent first and use additional sheet if necessary.

Name of school          dates (from-to)          major          degree if any
Name of school          dates (from-to)          major          degree if any

Provide official transcripts of your academic record for each of these institutions, sealed in official envelopes. We will evaluate your application only if you send us all official transcripts. (However, do not obtain UMass Dartmouth transcripts; we will obtain those for you.)

If you are not a U.S. citizen, fill in the following:
Country of citizenship ____________________________ Country of birth ____________________ City of birth ___________________

Required Essay
Certificate applicants should state concisely their personal and academic objectives, research/creative/career interests and experience, and recent work experience, as these relate to their interest in the certificate program under consideration. Enclose a separate sheet.

Massachusetts residency status
Mark the appropriate box and provide the information requested.

Residents of Massachusetts complete this section
☐ I have resided continuously in the Commonwealth of Massachusetts since __/__/____ (mm/dd/yyyy). My permanent, legal address is:

Non-Residents of Massachusetts complete this section:
☐ I do not qualify for Massachusetts residence.
☐ Although the above does not apply to me, I still claim Massachusetts residency because (reason must be derived from the Tuition Classification policy, and will be reviewed for compliance):

Application fee
An application fee of $60 is required along with the application packet. Please make checks payable to UMass Dartmouth.

Signature
Check your application and enclosures before signing the following statement. Falsification or omissions may result in denial of admission, dismissal, and/or admission revocation. All information will be kept confidential and will be released only to persons authorized to review it. To the best of my knowledge and belief, the information I have provided on this application is complete and accurate and the records submitted are correct and official.

Signature            Date

Mail your application materials to:
Office of Graduate Studies
University of Massachusetts Dartmouth
285 Old Westport Road
Dartmouth, Massachusetts 02747-2300
Personal disclosure documentation

<table>
<thead>
<tr>
<th>Family Name</th>
<th>First (Given) name</th>
<th>Middle name/initial</th>
</tr>
</thead>
</table>

<table>
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<tr>
<th>Previous or maiden last name</th>
<th>Previous first name</th>
</tr>
</thead>
<tbody>
<tr>
<td>Social security number (U.S.)</td>
<td>—</td>
</tr>
</tbody>
</table>

1. Have you ever been found responsible for a disciplinary violation at an educational institution you have attended from 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, which resulted in your probation, suspension, removal, dismissal, or expulsion from the institution?

- Yes  - No

2. Have you ever been convicted of a felony or other crime?

- Yes  - No

If you answered “yes” to either or both questions, please submit a separate sheet that gives the approximate date of each incident and explains the circumstances.

Mark the envelope CONFIDENTIAL and mail directly to:

Office of Graduate Studies
University of Massachusetts Dartmouth
285 Old Westport Road
Dartmouth, MA 02747-2300

We will carefully review the circumstances surrounding your situation. A “yes” answer does NOT necessarily disqualify you for consideration for admission to UMass Dartmouth.

To the best of my knowledge and belief, the information I have provided above is complete and accurate, and any records submitted are correct and official. I understand that failure to disclose any required information could result in the denial of admission or retroactive administrative withdrawal from the university without refund or course credits.

Signature        Date
Title of Assistantship you are applying for (if known)
Complete if you are applying for a specific position that is known to you. Most applicants will leave the blank.

Personal data
Family name
First (given) name
Middle name/initial
Previous or maiden last name
Previous first name
Date of birth (used for purposes of identification) (mm/dd/yyyy)
Gender: Male/Female
Permanent address
City/state/zip
Permanent phone number
Cell/mobile phone number if different
Mailing address if different
City/state/zip
E-mail address
If you give different mailing and permanent addresses, which should we use in corresponding with you and on which dates?

We will correspond with international students living in the U.S. at their U.S. address unless you indicate otherwise here.

Academic and Professional Information and Intentions
Indicate the specific graduate program you are applying for, or in which you are matriculated and the program level.
Program of study
Program level (circle one) master’s doctoral
Indicate the type(s) of assistantship preferred:
☐ Teaching Assistantship;
☐ Research Assistantship.
If you are already an UMass Dartmouth graduate student, please indicate: semester hours completed: ____; anticipated completion date: _____.

In considering candidates for award of an assistantship, we will consult the information we have about you, for example, as submitted in an application for admission and, for current students, your academic and research record at UMass Dartmouth. Additional information requested here is supplemental to the information we already have on file.

In the space below, please summarize pertinent experience and skills relevant to the requested assistantship (teaching, research, computer skills, language, etc.). Note to new students: you may ask those providing recommendation letters for your admission application to address your potential for an assistantship, and you may also discuss this matter in your application’s Personal Statement. If you need more space, you may attach a statement to this application form.

List each employer, internship, or other relevant position or appointment (most recent first):
Type of work
Location
Start/End Dates
Immediate Supervisor

List all awards, special projects, research undertaken:

Read the reverse of this sheet and sign the application.
Assistantship Application, continued

Purpose of this form: This form provides general information that will give the academic department or program representatives guidance in their decision about assistantship awards. While an assistantship may be offered if a form is not submitted, submitting the form is a convenient way of informing the university or specific program of your interest in receiving an assistantship.

Additional information will also be considered, such as your academic qualifications. Some programs will want to contact you for an interview in person or by telephone. Others will ask to see samples of your work in the form of a paper, research project, or portfolio.

Some departments will ask for specific information in addition to that called for on this form. We encourage them to post an additional form or other statements that give guidance to applicants for assistantships on their graduate program web sites. The UMass Dartmouth Graduate Studies website will maintain links to all such program–specific forms or statements concerning graduate assistantships. Visit us online at www.umassd.edu/graduate and find the page devoted to graduate assistantships. You may also find there university policies related to assistantships and their benefits. Please also read the Financial Assistance section of the Graduate Catalog (www.umassd.edu/catalog).

Policies and practices in effect at UMass Dartmouth for graduate assistantships

Only active students matriculated in a graduate degree program in good academic standing and enrolled in nine or more credits each semester may be awarded assistantships. Programs offering teaching assistantships will state the main duties of those appointments and the qualifications required. Teaching assistants may have sole responsibility for teaching a course section or laboratory, or may assist the instructor(s) of record in teaching and instructional support duties. By campus policy, the English/communication skills of teaching assistants must be verified prior to appointment. Certificate students are not eligible to receive assistantships.

Assistantships are awarded competitively. A graduate program committee will review teaching assistantship candidates and make formal recommendation of an action in each case, based on the stated duties and requirements and the evidence of the candidate’s qualifications. Every applicant for a teaching assistantship will receive notification of award or non-award from the Office of Graduate Studies. Research assistantships allow a grant’s principal investigator to select a student research assistant without a committee; but research assistantship appointments are reviewed by the dean and require approval of the Office of Associate Provost for Graduate Studies, as do all assistantship appointments.

The official letter of appointment for all assistantship types comes from the Office of the Associate Provost for Graduate Studies. It will state the specific duties and such matters as teaching assignments, schedules, and participation in trainings or orientation is the responsibility of the program officials.

Accepting an assistantship indicates an intention on the part of the student to complete a degree program at UMass Dartmouth. Assistantships represent a substantial investment by the university and the Commonwealth of Massachusetts. Graduate assistants are expected to make progress toward their degrees and be in good academic standing in order to retain their assistantship or to receive a subsequent award. Many departments have specific requirements for academic or professional performance. Satisfactory performance of the duties of the assistantship is also required.

Graduate Recommendation

Applicants are urged to arrange for at least one letter of recommendation from a faculty member who has served as your instructor in an accredited degree program.

Applicant

Name of Applicant

Proposed Graduate Program

The Family Educational Rights and Privacy Act of 1974, as amended, gives a student the right to future access to any recommendations provided by a school or person on the student’s behalf. I have read and understood this statement of the federal law concerning my right of future access to recommendations received on my behalf.

☐ I hereby waive my right of future access to recommendations.

☐ I do not waive my right of future access to recommendations.

Signature of Applicant

Date

Recommender

1) Please rate the individual

<table>
<thead>
<tr>
<th>Applicant is in the upper</th>
<th>5% Outstanding</th>
<th>10% Superior</th>
<th>25% Good</th>
<th>50% Average</th>
<th>75% Weak</th>
<th>No Basis For Comparison</th>
</tr>
</thead>
</table>

- Breadth of General Knowledge
- Ability in Field of Study
- Ability in Oral Expression
- Ability in Written Expression
- Perseverance
- Emotional Maturity
- Imagination/Creativity
- Probability of Success in Graduate School

2) On the reverse of this sheet, or on a sheet of your institution’s official letterhead, provide a written evaluation of this candidate.

3) Please sign and indicate here your name, address, phone, and affiliation:

<table>
<thead>
<tr>
<th>Signature</th>
<th>Date</th>
</tr>
</thead>
</table>

Name

Title

Institution

Address

City, State, Country

Telephone

E-mail

4) Please seal your recommendation in an envelope, sign your name across the sealed flap and give it to the candidate to be mailed to us. Even if it is a non-confidential recommendation, we still require it to be sealed in an envelope. Your prompt response is greatly appreciated.
Graduate Recommendation

Applicants are urged to arrange for at least one letter of recommendation from a faculty member who has served as your instructor in an accredited degree program.

Applicant

Name of Applicant

Proposed Graduate Program

The Family Educational Rights and Privacy Act of 1974, as amended, gives a student the right to future access to any recommendations provided. No school or person can require waiver of this right. I have read and understood this statement of the federal law concerning my right of future access to recommendations received on my behalf.

Laura Smith

[ ] I hereby waive my right of future access to recommendations.

[ ] I do not waive my right of future access to recommendations.

Signature of Applicant

Date

Recommender

1) Please rate the individual

<table>
<thead>
<tr>
<th>Applicant is in the upper 5%</th>
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Please comment on the applicant’s ability to undertake graduate study and research and his or her general character, stability, and preparation for a successful career in the chosen field. Compare the applicant to others you have known in this field.

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Signature of Applicant  Date

**Recommender**

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