



# APPLICATION FOR GRADUATE SCHOOL

Please complete all sections. A nonrefundable fee of \$50 must accompany this application.

## Section 1. Personal Data

Social Security Number: \_\_\_\_\_ Date of Birth: month \_\_\_\_\_ day \_\_\_\_\_ year \_\_\_\_\_ Gender:  Male  Female  
Your SSN is requested for identification and federal financial aid purposes only.

Name: Last (Family name) \_\_\_\_\_ First (Given Name) \_\_\_\_\_ Middle \_\_\_\_\_

List any other names used on previous academic records \_\_\_\_\_

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

City \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_ ZIP \_\_\_\_\_

Work Phone: (\_\_\_\_) \_\_\_\_\_ Home Phone: (\_\_\_\_) \_\_\_\_\_ Cell Phone: (\_\_\_\_) \_\_\_\_\_

Please note your e-mail address if you would like to receive occasional communications from the TU Graduate School. Your information will be kept confidential and will not be shared with any parties outside of the university, other than for the purpose of communicating on behalf of the university.

E-mail: \_\_\_\_\_

Towson University is required by federal regulations to collect admissions and enrollment information by racial, ethnic and gender categories. These are not used to determine eligibility for admission.

Ethnic Group:  International (in U.S. on temporary Visa)  Black (1)  American Indian (2)  Asian or Pacific Islander (3)  Hispanic (4)  White (5)  Other (6)

## Section 2. Academic Plan

I am using this application to apply to (check one):

- master's degree  doctoral degree  post-baccalaureate certificate  post-master's certificate
- enroll in graduate courses but not to seek admission to a degree program at this time

Major Program: \_\_\_\_\_ Concentration/Track: \_\_\_\_\_

Campus:  Main  Online  SMHEC  HEAT  Shady Grove  Hagerstown

Term to begin:  Fall  Minimester  Spring  Summer Year \_\_\_\_\_ I plan to attend (check one)  full-time  part-time

## Section 3. Academic History

Have you previously attended TU?  Yes  No Have you ever attended a U.S. collegiate institution?  Yes  No

List all the collegiate institutions attended, with most recent first (attach extra pages if needed). Degree applicants must submit one official transcript from each college or university attended. Non-degree applicants must submit one official transcript of their highest degree. International students must submit a certified copy of their degree/diploma and a certified evaluation of their university studies.

Name of College or University	State	From-To (month, year)	Degree Sought	Date Received (month, year)	Level of Work	Code (leave blank)
_____	_____	_____	_____	_____	<input type="checkbox"/> U <input type="checkbox"/> G	_____
_____	_____	_____	_____	_____	<input type="checkbox"/> U <input type="checkbox"/> G	_____
_____	_____	_____	_____	_____	<input type="checkbox"/> U <input type="checkbox"/> G	_____
_____	_____	_____	_____	_____	<input type="checkbox"/> U <input type="checkbox"/> G	_____

## Section 4. Citizenship and Residency

Do you wish to be considered for in-state tuition status?  Yes  No If yes, you **MUST** complete the Residency Declaration on the opposite side.

Are you a United States citizen?  Yes  No If not a U.S. citizen, please also complete the International Student Application.

If you are a U.S. citizen, of which state are you a resident? \_\_\_\_\_ If a resident of Maryland, print name of county or Baltimore City.

## Section 5. Student Agreement

I certify that the information recorded on this declaration and on this application is complete and correct. I agree to abide by the rules, policies and regulations of Towson University if I am admitted as a student. If the conditions affecting my status change, I will notify Towson University in writing within 15 days of such a change.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**Transcript Release:** I previously attended Towson University, and by signing here I authorize the Graduate School to obtain an official copy of my TU transcript for my application file.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## Section 6. Payment of \$50 Application Fee

Method of Payment:

- Check or Money Order (made payable to Towson University)
- Visa  MasterCard  Discover

Card Account No. \_\_\_\_\_ Exp. \_\_\_\_\_

Name of Card Holder \_\_\_\_\_

Authorized Signature \_\_\_\_\_ Date \_\_\_\_\_

**Section 7. Residency Declaration (for Maryland residents only)**

To be considered for in-state tuition status, you must complete this section of the application.

**IF ANY OF THE CATEGORIES BELOW APPLY, PLEASE CHECK THE APPROPRIATE BOX, PROVIDE THE REQUESTED INFORMATION AND/OR DOCUMENT, AND GO TO ITEM 10.**

**I am a part-time (50%) or full-time regular employee of the University System of Maryland or I am the spouse of, or am financially dependent upon a parent or legal guardian who is a regular employee of the University System of Maryland.** Please indicate relationship. Please attach a letter of verification from the Human Resources Office of the campus at which your spouse or parent/legal guardian is employed.

**I am a full-time active member of the U.S. Armed Forces whose home of residency is Maryland or one who resides or is stationed in Maryland, or the spouse or a financially dependent child of such a person.** Please attach a copy of your deed or lease (if applicable), or verification from the service that you have declared Maryland as your "home of residency" (if applicable); and the most recent assignment orders. Also, please indicate date of expected separation from the military \_\_\_\_\_.

**If none of the above is checked, applicants seeking in-state status must complete the following questions. Failure to complete all of the required items may result in a non-Maryland resident classification and out-of-state charges being applied. Residency classification information is evaluated in accordance with the University System of Maryland policy on residency. The applicant may be contacted for clarification of an item, or for additional information as necessary.**

**PLEASE CHECK ONE:**

**I am financially independent.** I have earned taxable income that covered one half or more of my total expenses for the past 12 months, and I have not been claimed as a dependent on another person's most recent income tax returns.

**I am financially dependent** on another person who has provided me with half or more of my total expenses for the past 12 months, and/or has claimed me as a dependent on his/her most recent income tax returns, or I am a ward of the state of Maryland. If a ward of the state, please submit documentation and go to item 10.

**Name of person upon whom dependent and relationship to applicant:** \_\_\_\_\_

a. How long have you been dependent upon this person? \_\_\_\_\_

b. Is the person a resident of Maryland?  Yes  No

c. Address of this person: \_\_\_\_\_

d. Is this person a citizen of the United States?  Yes  No If No:

Type of Visa: \_\_\_\_\_ Expiration date: \_\_\_\_\_

Alien registration number: \_\_\_\_\_ Date of issuance: \_\_\_\_\_

e. Has this person filed a Maryland state income tax return for the most recent year on all earned income including income earned outside of Maryland?

Yes  No If yes, list actual years Maryland income tax returns have been filed within the past three years.

Years filed: \_\_\_\_\_

If a Maryland tax return has not been filed within the last 12 months, state reason(s): \_\_\_\_\_

f. Signature of this person: \_\_\_\_\_

STUDENT IS RESPONSIBLE FOR COMPLETING ITEMS 1-10.

1. **Are you residing in Maryland primarily to attend an educational institution?**  Yes  No

2. Permanent address: \_\_\_\_\_

Length of time at permanent address: \_\_\_\_\_ years \_\_\_\_\_ months.

If less than 12 months, provide previous address: \_\_\_\_\_

Length of time at previous address: \_\_\_\_\_ years \_\_\_\_\_ months.

3. **Are all or substantially all of your possessions in Maryland?**  Yes  No

4. **Do you possess a valid driver's license?**  Yes  No

If "YES," initial date of issue: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ In what state? \_\_\_\_\_

Most recent date of issue: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ In what state? \_\_\_\_\_ Is this a renewal?  Yes  No

5. **Do you own a motor vehicle?**  Yes  No

If "YES," initial date of registration? \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ In what state? \_\_\_\_\_

Most recent date of registration: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ In what state? \_\_\_\_\_ Is this a renewal?  Yes  No

6. **Are you registered to vote?**  Yes  No If "YES," in what state? \_\_\_\_\_ Date of registration: \_\_\_\_\_

7. Have you filed a Maryland state income tax return for the most recent year?  Yes  No If "YES," list years you have filed Maryland income tax returns within the past three years. Years filed: \_\_\_\_\_

If a Maryland tax return has not been filed within the last 12 months, state reason(s): \_\_\_\_\_

8. Is Maryland state income tax currently being withheld from your pay?  Yes  No

If no, please state the reason: \_\_\_\_\_

9. Do you receive any public assistance from a state or local agency other than one in Maryland?  Yes  No

10. If "YES," please explain: \_\_\_\_\_

I certify that the information provided is complete and correct. I understand that the university reserves the right to request additional information if necessary. In the event the university discovers that false or misleading information has been provided, the student applicant may be billed by the university retroactively to recover the difference between in-state and out-of-state tuition for the current and subsequent terms.

# INTERNATIONAL STUDENT APPLICATION



**(Any student who is not a United States citizen must complete this form, as well as the Graduate School Application)**

Last name (family name/surname): \_\_\_\_\_ First (given) name: \_\_\_\_\_

## Citizenship

Of which country are you a citizen? \_\_\_\_\_

Country of birth: \_\_\_\_\_ Country of legal residence: \_\_\_\_\_

Are you a Permanent Resident of the United States?  Yes  No **If Yes**, date permanent resident status began: \_\_\_\_\_

**Please include a copy of your permanent residency card along with your application. You do not need to complete the rest of this form.**

**If No**, Please complete the rest of this form.

## Local address if residing in the United States

Street \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ ZIP Code \_\_\_\_\_

## Foreign Address (Please be sure you provide your complete address)

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Foreign Telephone number: Country Code \_\_\_\_\_ City Code \_\_\_\_\_ Telephone Number \_\_\_\_\_

## Visa Type

If you are in the United States now, specify your visa status: \_\_\_\_\_

Date status began: \_\_\_\_\_

Date status expires: \_\_\_\_\_

If not in the United States now, are you requesting the F1 Foreign Student visa from Towson University?  Yes  No

If No, please indicate which visa type you will use. \_\_\_\_\_

All international students are required to complete an International Student Information Form. A copy is available on the Towson University Web site at: <http://grad.towson.edu/admission/international>.

## FOR ISSO USE ONLY

Immigration classification \_\_\_\_\_ Valid until \_\_\_\_\_

Immigration Status: \_\_\_\_\_  permits  does not permit consideration for in-state tuition eligibility.

(If status permits consideration, student applies by completing the second side of the Graduate School application.)

Student cleared to enroll in the non-degree program \_\_\_\_\_

International Student and Scholar Office

Date