



COLLEGE OF HEALTH PROFESSIONS

Graduate Application and
Admission Information **2017**

College of
Health
Professions

PACE
UNIVERSITY
Work toward greatness.

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ADMISSION INFORMATION

ELIGIBILITY

Applicants to Pace University graduate degree and certificate programs must hold a bachelor's degree from an accredited college or university if post-secondary education was completed in the United States. Applicants who are currently in their senior year at an undergraduate institution may apply for admission, but acceptance is contingent upon receipt of a final transcript indicating all senior year grades and receipt of the bachelor's degree. Applicants who have attended institutions outside of the United States must hold a degree equivalent to a US bachelor's degree.

All information provided in the application must be accurate and complete. Any misrepresentation in or omission of facts from the application will justify a denial or revocation of admission or subsequent dismissal from the graduate program. The Office of Graduate Admission reserves the right to verify any or all information in the application and supporting documentation.

PACE UNIVERSITY GRADUATE MERIT SCHOLARSHIPS

Merit-based scholarships are awarded to entering full-time and part-time matriculated graduate students who demonstrate exceptional scholastic ability. The Scholarship Committee considers each applicant's academic record to determine the scholarship award. All students admitted to a degree program are automatically reviewed for scholarship. There is no separate application to be completed. Domestic scholarship recipients must register for a minimum of six (6) credits per fall and spring semesters. Other credit requirements and criteria will apply to BSN/MS.

ADMISSION CATEGORIES

Matriculant

Applicants who wish to pursue a graduate degree or certificate at Pace University should apply for matriculant status. The University has established the following criteria as the most critical in the evaluation of applications for matriculant status: scholastic achievement and a desire to excel as evidenced by previous academic work; aptitude for graduate study as indicated by scores on an admission test (if required), motivation, leadership potential, and maturity as evidenced by work and/or volunteer experience, extracurricular activities, recommendations, and responses to questions on the application.

Alumni Auditor

Alumni of Pace University's Lienhard graduate programs are eligible to audit graduate classes subject to the approval of the instructor and space limitations. Students must have the necessary background for admission to courses; not every course is open to alumni auditors. Interested alumni should file an Alumni Auditor Application with the Office of Student Assistance during the second week of the desired semester.

SPECIAL INSTRUCTIONS

DEFERRALS

Students who have been admitted to a graduate program at Pace University but who wish to delay their entrance for a period of time may request a deferral by writing to the Office of Graduate Admission prior to the start of the semester for which admission has been granted. The request must specify the semester the student anticipates entering the program. The graduate admission staff considers each request for deferral individually and retains the right to grant or deny admission for a future semester.

DECISION APPEAL

An applicant who is not approved for admission may appeal the decision. The appeal should be made in writing to the Office of Graduate Admission within one month of notification of denial.

INTERNATIONAL STUDENT INFORMATION

APPLICATION FEE

International students are only eligible to apply to the Accelerated Bachelor of Science in Nursing (ASBN) one-year program and the PA program. Applicants from outside the United States must remit the \$70 application fee by international money order or by a check drawn from a US bank.

DEADLINE DATE AND STATUS

International applicants who require a student visa are advised to apply well before the priority deadline dates, and must apply for full-time matriculated status.

TRANSCRIPTS

If foreign language transcripts are issued, English translations must accompany the **original** transcript. Pace will accept translations and evaluations in the following manner:

- sent from any NACES (www.naces.org) accredited translation evaluator (preferred)
- sent and attested by the institution of origin
- the student's Ministry of Education
- a US consular officer; or
- an EducationUSA adviser (www.educationusa.state.gov).

To help expedite the process and review of an application, it is suggested that an academic evaluation of foreign course work be submitted with all translations.

All materials submitted become the confidential property of Pace University and cannot be returned or forwarded to the applicant or a third party.

ENGLISH LANGUAGE PROFICIENCY TESTS

Students who earned a bachelor's degree in a country where English is not the official language and English is not their first language must submit a Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), or Pearson Test of English (PTE) score that is no more than two years old.

A minimum TOEFL score of 88 (Internet version), an IELTS score of 7.0, or a Pearson PTE score of 60 is preferred to demonstrate the requisite proficiency in English for admission to Pace University. Once a student submits an application, the Admission Committee will advise about being admitted into this program.

Students who submit proof of citizenship from a country where English is the official language may have the English language proficiency test requirement waived. For more information, visit www.pace.edu/English.

STUDENT VISAS

Admitted international students will need to receive a form I-20 from Pace University, which is required to obtain an F1 visa. For more information, visit www.pace.edu/accepted-grad.

ADDITIONAL INFORMATION

Information regarding applying for a non-immigrant visa or transferring/ changing status if already in the US will be included in the official acceptance packet. In order to assist students, it is required that a home address be provided on the application for admission.

Please note that, as specified by US immigration regulations, students who have

entered the US on a tourist visa or on a visa waiver must be in proper status prior to enrolling in classes.

Special situations regarding immigration status should be discussed with an adviser in the Office of International Programs and Services.

Students should please submit a copy of the first page (data information) and last page (current address) of their current passport. This should be submitted with the other documentation required for Pace University to issue the form I-20.



APPLICATION INSTRUCTIONS

Please complete and mail your application to the Office of Graduate Admission. Be sure to sign the last page of the application and all additional papers. Applicants to the DNP program must fill out the DNP application at www.pace.edu/DNP. PA applicants must apply at www.pace.edu/PASTudiesApply. PA studies completion program applicants must apply at www.pace.edu/PACompletionApply. To check the status of your application visit applicantportal.pace.edu.

Pace University
Graduate Admission Office, W110
Graduate Application Processing Center
One Pace Plaza
New York, NY 10038
(212) 346-1531
graduateadmission@pace.edu

Please submit the following:

APPLICATION,
APPLICATION FEE,
AND RESUME

Applications may be printed or typed and must be accompanied by the non-refundable application fee of \$70 in the form of a check or money order in US dollars payable to Pace University. A resume or typewritten outline, describing at least the past five years of your employment history and significant community, professional, or college extracurricular activities should be sent. Please include recognitions of achievements you have received (e.g., licenses, publications, and awards).

PERSONAL STATEMENT

Submit a typewritten essay, not to exceed 750 words, that responds to the following:

- Identify your intended graduate nursing program.
- Discuss two (2) professional career goals, identifying how your professional experiences to date have prepared you for graduate study at Pace University and how the graduate program will assist you in meeting these goals.
- Describe your plans to alter your professional and/or personal obligations to have the time needed for graduate study, including the required clinical experiences.
- Identify one issue in the United States healthcare system and discuss the role of advanced nursing practice in addressing this issue.

Essays should be submitted in Times New Roman, 12-point font size, double spaced, with one-inch margins. Include your name and the title of your essay. Additional information regarding your academic performance or professional experience may also be included as a supplement.

LETTERS OF
RECOMMENDATION

Two recommendations from individuals who can knowledgeably comment on your ability to successfully complete graduate study are required. These references may be either academic or professional and must be forwarded in envelopes sealed by the recommenders. Recommendation forms can be found in this application packet. Recommenders may write their recommendation on personal stationery or company letterhead.

OFFICIAL TRANSCRIPTS

Transcripts are considered official if sent directly from academic institution(s) to Pace University, or if they are submitted by the applicant, unopened, in the institution's original, sealed envelopes. Be sure to request transcripts from all institutions you have attended prior to your anticipated start date at Pace University.

INTERVIEWS

An interview is required for all ABSN applicants. Applicants to the MS program may be asked to participate in an interview.

ENGLISH
LANGUAGE
PROFICIENCY

If you earned a bachelor's degree in a country where English is not the official language, you are required to submit a TOEFL, IELTS, or Pearson PTE score. The ETS reporting codes for Pace University are: New York City, **2635**, and Westchester, **2685**. Students who submit proof of citizenship from a country where English is the official language may have the English language proficiency test requirement waived.

Note: Graduate nursing students are expected to effectively communicate in oral and written English across their academic program. All documents submitted in support of an application for admission become the permanent possession of Pace University and cannot be returned to the applicant or photocopied for the applicant. For your records, please make photocopies of all materials submitted, except for transcripts and recommendation forms, which must be received unopened, in the original, sealed envelopes.

International students are only eligible for the ABSN one-year program and the PA program.

APPLICATION
DEADLINES

All master's and doctoral level nursing programs (Fall admission only) **and Accelerated Bachelor of Science in Nursing (ABSN) only** (Fall admission—NYC Campus)
Deadline **March 1**

Accelerated Bachelor of Science in Nursing (ABSN) only (Spring admission—Westchester Campus)
Deadline **September 15**

PA Studies Completion Program (Spring) **November 15**
PA studies completion program applicants must apply at www.pace.edu/PACompletionApply.

PA Program (Summer) **September 1**
PA applicants must apply at www.pace.edu/PASTudiesApply.

Pace University Application for Graduate Admission

COLLEGE OF HEALTH PROFESSIONS

Complete and return the application along with the \$70 non-refundable application fee. Please print neatly using blue or black ink or type.

Mr.
 Ms.

Last Name

First Name

Middle Name

Jr., III, etc.

Date of Birth (MM/DD/YYYY)

Social Security Number*

If any records will be under another name(s), please indicate.

Gender
 Male Female

*Please be advised that your Social Security Number is required in order for your Free Application for Federal Student Aid (FAFSA) to be processed. Your SSN will not be used for identification purposes at Pace University.

Mailing Address

Apt. #

Address 2

City

State

Zip/Postal Code

Country

(_____) _____ - _____
Home Phone Number

(_____) _____ - _____
Business Phone Number

(_____) _____ - _____
Fax Number

E-mail Address

Ethnicity (optional) Are you Hispanic/Latino? Yes, Hispanic or Latino (including Spain) No If yes, please describe your background _____

If you answered No, or if you answered Yes and wish to describe yourself further, please check one or more from the list below.

American Indian or Alaska Native (including all Original Peoples of the Americas) Are you enrolled in a Tribe? Yes No If yes, please enter Tribal Enrollment Number _____

Asian (including Indian subcontinent and Philippines) Black or African American (including Africa and Caribbean)

Native Hawaiian or Other Pacific Islander (Original Peoples) White (including Middle Eastern) Other _____

Is English your native language? Yes No Native language (if other than English) _____

Campus: New York City Westchester Semester: Fall Spring **20** _____ If accepted for graduate study, will you need campus housing? Yes No

Status: Full-Time Part-Time Summer I Summer II

International applicants who will require a student visa must apply for full-time study.

Are you a spouse of a veteran using their benefits? Yes No Are you a dependent of a veteran using their benefits? Yes No

Have you previously applied to or enrolled in any school or program of Pace University? Yes No

If yes, please explain (include school, program, and entry term date): _____

Please indicate your degree or certificate objective:

(The Accelerated Bachelor of Science in Nursing (ABSN) New York City program begins in September. The ABSN Westchester program begins in January.)

- Accelerated Bachelor of Science in Nursing (ABSN): for non-nurse college graduate
- Full-time Accelerated Bachelor of Science in Nursing (ABSN) one-year plan (NYC and Westchester)

- MS for RNs with a bachelor's in a non-nursing major
Are you a licensed RN? Yes No
If yes, please indicate state in which you are an RN. _____
State

- MS Family Nurse Practitioner (NYC and Westchester) (part-time only)
- MS Professional Nursing Leadership (clinical nurse leader masters)
- Certificate of Advanced Graduate Study in Nursing
 - Adult Acute Care Nurse Practitioner
 - Family Nurse Practitioner (NYC and Westchester) (part-time only)
 - Professional Nursing Leadership

- Doctor of Nursing Practice
For application and recommendation forms for the programs listed below, visit www.pace.edu/DNP.
 - Doctor of Nursing Practice Advanced Standing (New York City)
 - Doctor of Nursing Practice Advanced Standing-FNP
 - Doctor of Nursing Practice Advanced Standing-Adult Acute Care Nurse Practitioner
 - DNP Bridge Program
For primary care, adult, pediatric, geriatric, and women's health nurse practitioners.
- MS Physician Assistant Studies
Applications will only be accepted through the CASPA website. For application, visit www.pace.edu/PASudiesApply. International applicants must apply at the link above and fill out the Financial Affidavit located at www.pace.edu/grad-forms.
- MS Physician Assistant Studies Completion Program
For application, visit www.pace.edu/PACompletionApply.

If applicable, please indicate when the TOEFL, IELTS, or Pearson PTE test was or will be taken:

____ / ____ / ____
Test Date (MM/DD/YYYY)

.....
Are you or an immediate family member an employee of Pace University? Yes No If yes, please explain: _____

Please provide the information below:

Current Employer

City State Country

Does your employer provide tuition reimbursement? Yes No

.....
Are you a citizen of the United States? Yes No Are you a permanent resident of the United States? Yes No

If you are not a US citizen or permanent resident, please complete the following:

If accepted for admission to Pace University, will you need a Certificate of Eligibility (I-20) for a student visa? Yes No

If no, please indicate visa status you hold or will hold: _____
Visa

If yes, please provide the information below: _____
Occupation in Your Home Country

City of Birth Country of Birth Country of Citizenship

Are you now in the USA? Yes No If yes, please indicate your present visa status below and provide your home country address:

Visa Status College / Organization / Employer City State

Home Country Address: _____

Please explain here if this visa status expires prior to your anticipated Pace University enrollment date:
(Please note: If you do not provide this information, we cannot process your I-20.) _____

Will dependents accompany you in the US? Yes No

If yes, please provide information below:
(Please attach information regarding additional dependents who will accompany you.) _____
Last Name

First Name Middle Name Date of Birth (MM/DD/YYYY)

City of Birth Country of Birth Relationship to Student

.....
Which of the following was the biggest influence in your decision to apply to Pace University? (Fill in the appropriate circle):

- Accelerated Admission Day Event
- Financial Aid/Scholarship Offerings
- Recommendation from Current Pace Student
- Attended a Pace Information Session
- Information on Pace Website
- Recommendation from Pace Alumni
- Campus Location
- Online Chat with Department/Admissions
- Recommendation from Pace Faculty/Staff Member
- Career Services and Internship Program
- Phone or In-Person Meeting with Pace Admission Counselor
- Recommendation from Employer
- College or Professional Fair
- School Publication Received in the Mail
- Tour of Pace University Campus
- Course Offerings
- Attended a Special Event with Chosen Program

Have you completed or are you currently enrolled in a nursing degree program? Yes No

Have you ever been enrolled in another nursing program? Yes No

If yes, explain the reason that you did not graduate from the program: _____

Please list, in chronological order, all colleges or universities attended since your high school graduation. Be sure to include all institutions at which you were, are, or will be enrolled prior to your anticipated Pace University graduate program entry term. An official transcript from each institution must be received by the Pace University Office of Graduate Admission. All documents not issued in English must be supplemented by professionally certified English Translations.

Educational Institution Attended	____ / ____ / ____	____ / ____ / ____	____ / ____ / ____	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
City	State	Country		
Educational Institution Attended	____ / ____ / ____	____ / ____ / ____	____ / ____ / ____	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
City	State	Country		
Educational Institution Attended	____ / ____ / ____	____ / ____ / ____	____ / ____ / ____	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
City	State	Country		
Educational Institution Attended	____ / ____ / ____	____ / ____ / ____	____ / ____ / ____	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
City	State	Country		
Educational Institution Attended	____ / ____ / ____	____ / ____ / ____	____ / ____ / ____	Degree Received: <input type="radio"/> Associate <input type="radio"/> Bachelor's <input type="radio"/> Master's <input type="radio"/> None
City	State	Country		

Have you ever been placed on academic or disciplinary probation or been dismissed from any institution? Yes No
If yes, please attach your statement of the circumstances.

Have you ever been convicted of or plead guilty to a misdemeanor or felony? Yes No
If yes, please explain on a separate piece of paper (response required).

Note: Answering yes to either of the two questions above does not automatically bar you from admission to Pace University

A personal statement, resume, and recommendation are required. Please refer to page 4 of this booklet.

I certify that all of the information provided by me or on my behalf in support of my application for admission is complete and accurate. I acknowledge that I am obligated to supplement my application as soon as I know or reasonably should know if the information I have provided or that was provided on my behalf is inaccurate or incomplete. I also certify that the personal statement submitted in support of my application for admission is solely my own original work. I acknowledge that Pace University may, at its sole discretion, verify any information submitted in conjunction with my application. I acknowledge that if I omit relevant information or provide inaccurate information or information that is misleading, submit a personal statement that is not solely my own original work, or if I fail to supplement my application as required, Pace University may, at its sole discretion, deny my application for admission, rescind my admission, impose disciplinary sanctions against me, dismiss me from Pace University, and/or rescind any degrees or certificates awarded to me by Pace University.

I acknowledge that the application fee I have paid or will pay in the future is not refundable.

I acknowledge that I am bound by the policies, practices, and procedures of Pace University, whether published or unpublished, and I agree to comply with them.

Applicant's Signature _____ Date (MM/DD/YYYY) _____

Please print name _____

Non-Discrimination Statement

Pace University prohibits and will not tolerate discrimination or harassment in any of its programs or activities on the basis of sex, race, color, national origin, religion, creed, age, disability, citizenship, marital status, sexual orientation, genetic predisposition or carrier status, veteran status, or any other characteristic protected by law. Pace University's Affirmative Action Officer has been designated to handle inquiries regarding the University's non-discrimination and harassment policy and may be contacted at 156 William Street, New York, New York 10038, (212) 346-1310, or at Marks Hall, Room 20, 861 Bedford Road, Pleasantville, New York 10570, (914) 773-3856.

Reasonable Accommodations

Pace University prohibits discrimination on the basis of disability and is committed to ensuring equal access to the application process for applicants with disabilities. An applicant who may require a reasonable accommodation in order to complete the application process should contact the Director of Disability Services on either the New York City (212) 346-1526 or Westchester Campus (914) 773-3710.

FOR OFFICE USE ONLY

____ / ____ / ____ ____ / ____ / ____

APP REC DATE (MM/DD/YYYY) FEE REC DATE (MM/DD/YYYY)



RECOMMENDATION FORM

To the Applicant—Please complete the section below. DNP applicants should not use this form; they are expected to submit two letters of recommendation that describe the applicant’s (advanced) clinical practice, potential for achievement in graduate study, and potential for professional achievement. The letters of recommendation should address the applicant’s intellectual ability, ability to work with others, ability in written and oral expression, maturity, initiative/independence, and creativity/originality.

Pace University
Graduate Admission Office, W110
Graduate Application Processing Center
One Pace Plaza
New York, NY 10038
(212) 346-1531
graduateadmission@pace.edu

Applicant Name _____
First
Middle
Last

Applicant Address _____

Applicant Day Telephone (_____) _____ Evening Telephone (_____) _____
Area Code / Number
Area Code / Number

Fax (_____) _____ E-mail _____
Area Code / Number

Location New York City Westchester

Applicant Entry Term Fall _____ Spring _____ Summer I _____ Summer II _____
Year
Year
Year
Year

CONFIDENTIALITY STATEMENT—Under the provisions of the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), you have the right to review your educational records if you attend Pace University. You may waive your right of access to this specific recommendation if you choose. Your decision to waive or not to waive your right of access will have no effect on your application for admission. Please check the appropriate box and sign your name below:

I hereby waive my right of access to this recommendation. I do not waive my right of access to this recommendation.

To the Recommender—Please complete both sides of this form and return it to the Office of Graduate Admission indicated above. If you wish to use a letter or different format, please feel free to do so. Thank you for your assistance.

Name of Recommender (Please print) _____

Signature of Recommender _____
Month / Day / Year

Position or Title _____ School or Firm _____

Address _____
Number and Street
City
State
Zip Code

Telephone (_____) _____
Area Code / Number

In what capacity have you known the applicant? _____

What is your overall recommendation?

- Strongly recommend Recommend Recommend with some reservation Do not recommend

The Admission Committee would appreciate your candid appraisal of the applicant.

	Outstanding (Top 2%)	Superior (Top 10%)	Good (Top Third)	Fair (Middle Third)	Poor (Bottom Third)	No basis for judgment
Intellectual Ability						
Ability to Work with Others						
Ability in Written Expression						
Ability in Oral Expression						
Maturity						
Initiative/Independence						
Creativity/Originality						
Potential for Career Advancement						

What are the applicant's primary strengths and weaknesses? If possible, please describe specific instances or accomplishments which demonstrate them. Describe the applicant's current assignment and special responsibilities, if applicable.

Please assess the applicant in the following areas:

- a. Area of specialization (technical knowledge, analytical ability, attention to detail, etc.)
- b. Potential for achievement in graduate study
- c. Potential for professional achievement



RECOMMENDATION FORM

To the Applicant— Please complete the section below. DNP applicants should not use this form; they are expected to submit two letters of recommendation that describe the applicant’s (advanced) clinical practice, potential for achievement in graduate study, and potential for professional achievement. The letters of recommendation should address the applicant’s intellectual ability, ability to work with others, ability in written and oral expression, maturity, initiative/independence, and creativity/originality.

Pace University
Graduate Admission Office, W110
Graduate Application Processing Center
One Pace Plaza
New York, NY 10038
(212) 346-1531
graduateadmission@pace.edu

Applicant Name _____
First
Middle
Last

Applicant Address _____

Applicant Day Telephone (_____) _____ Evening Telephone (_____) _____
Area Code / Number
Area Code / Number

Fax (_____) _____ E-mail _____
Area Code / Number

Location New York City Westchester

Applicant Entry Term Fall _____ Spring _____ Summer I _____ Summer II _____
Year
Year
Year
Year

CONFIDENTIALITY STATEMENT—Under the provisions of the Family Educational Rights and Privacy Act of 1974 (Buckley Amendment), you have the right to review your educational records if you attend Pace University. You may waive your right of access to this specific recommendation if you choose. Your decision to waive or not to waive your right of access will have no effect on your application for admission. Please check the appropriate box and sign your name below:

I hereby waive my right of access to this recommendation. I do not waive my right of access to this recommendation.

To the Recommender— Please complete both sides of this form and return it to the Office of Graduate Admission indicated above. If you wish to use a letter or different format, please feel free to do so. Thank you for your assistance.

Name of Recommender (Please print) _____

Signature of Recommender _____
Month
Day
Year

Position or Title _____ School or Firm _____

Address _____
Number and Street
City
State
Zip Code

Telephone (_____) _____
Area Code / Number

In what capacity have you known the applicant? _____

What is your overall recommendation?

Strongly recommend Recommend Recommend with some reservation Do not recommend

The Admission Committee would appreciate your candid appraisal of the applicant.

	Outstanding (Top 2%)	Superior (Top 10%)	Good (Top Third)	Fair (Middle Third)	Poor (Bottom Third)	No basis for judgment
Intellectual Ability						
Ability to Work with Others						
Ability in Written Expression						
Ability in Oral Expression						
Maturity						
Initiative/Independence						
Creativity/Originality						
Potential for Career Advancement						

What are the applicant's primary strengths and weaknesses? If possible, please describe specific instances or accomplishments which demonstrate them. Describe the applicant's current assignment and special responsibilities, if applicable.

Please assess the applicant in the following areas:

- a. Area of specialization (technical knowledge, analytical ability, attention to detail, etc.)
- b. Potential for achievement in graduate study
- c. Potential for professional achievement

GRADUATE ASSISTANTSHIP APPLICATION

Please complete this form, attach a copy of your resume and forward to:

Sophie R. Kaufman, DPS
Assistant Dean for Grants and Strategic Initiatives
College of Health Professions
Center of Excellence—ALPS
Pace University, LSN LH 314
861 Bedford Road
Pleasantville, NY 10570
skaufman@pace.edu
Tel: (914) 773-3636
Fax: (914) 773-3339

To the Applicant—Please complete both sides of this application.

Name Ms. Mr. _____
First Name Last Name U Number

Present Address _____
Street City State Zip Code

Permanent Address _____
Street City State Zip Code

Day Telephone (_____) _____
Area Code / Number Ext.

Cell Number (_____) _____ E-mail _____
Area Code / Number

Anticipated entry term: Fall _____ Spring _____ Summer I _____ Summer II _____
Year Year Year Year

Please indicate your campus location: New York City Westchester

Please indicate your availability to work as a Graduate Assistant: 10 hours per week 5 hours per week

Please indicate the Pace University graduate degree program to which you are applying _____

Undergraduate Institution _____

Undergraduate Grade Point Average _____ Previous graduate institution, major, GPA (if applicable) _____

TOEFL, IELTS, or Pearson PTE score (if applicable) Total _____ Date _____/_____/_____
Month Day Year

Please complete the Skills Questionnaire on the next page

I understand and agree that my admission, if granted, my registration and continuance on the rolls and graduation are subject to all policies, rules, regulations, and procedures set forth in the current bulletins, catalogs, and other publications, and notices of Pace University and as they may be amended, including but not limited with respect to scholarship, discipline, attendance, and payment or abatement of fees.

Applicant Signature _____ Date _____/_____/_____
Month Day Year

GRADUATE ASSISTANT – SKILLS QUESTIONNAIRE

Please rate your level of graduate experience with each of the areas listed below. You do not have to be an expert in all areas to qualify for the position. We are looking for graduate assistants with a variety of skills.

	Very Confident	Some Experience	No Experience	Comments
Library Research				
Searching Databases				
Reference Management Software: Endnote, Zotero				
Writing				
Editing Manuscripts				
Statistics				
Statistical Software: SPSS, SAS				
Survey and Research Software: Qualtrics				
Teaching				
Tutoring				
Assisting Faculty in Classroom				
Assisting Faculty Online (Blackboard)				
Microsoft Office (Excel, PowerPoint)				
Web Page Design				
Foreign Languages (please specify):				

Other Skills (please specify):				

Comments:

Pace University does not discriminate in admission, administration of programs, or employment against any individual on the basis of that individual's sex, age, race, religion, sexual orientation, disability, or national origin, marital or domestic partnership status, or veteran status. Inquiries regarding compliance with related federal regulations may be directed to: Affirmative Action Officer, Pace University, One Pace Plaza, New York, NY 10038, or to the Director of the Office for Civil Rights, US Department of Health and Human Services, 200 Independence Avenue, SW, Washington, DC, 20201.

College of
**Health
Professions**

PACE
UNIVERSITY

Work toward greatness.

Office of Graduate Admission

graduateadmission@pace.edu

Pace University
Graduate Admission Office, W110
Graduate Application Processing Center
One Pace Plaza
New York, NY 10038
(212) 346-1531
graduateadmission@pace.edu



@PaceAdmissions