APPLICATION GUIDELINES

Please follow the application guidelines related to the program of your choice, as outlined on the program insert sheet.

1. All programs require the completion of the attached application and a non-refundable $50 application fee, or apply online for free at www.rmu.edu.

2. International students are also required to complete the statement of financial support and must submit proof of health insurance, official TOEFL test scores and all official transcripts.

3. All programs require applicants to submit official transcripts of all undergraduate and graduate course work. Official transcripts from all schools attended, whether or not some of the work is shown as advanced standing on your transcripts, must also be sent to the Office of Graduate Enrollment.

4. All programs require applicants to submit a current résumé or vita outlining any professional experience required by the program of choice.

5. All programs require either two or three letters of recommendation to be submitted either directly from the recommender or in a sealed envelope enclosed with the application to the Office of Graduate Enrollment.

6. Official test scores, if required by the program of choice, should be requested from ETS (GMAT, GRE) and sent directly to the Office of Graduate Enrollment. Test scores are accepted by RMU only if taken within the last five years.

7. All programs require submission of an essay. Refer to specific program insert sheet for essay topic and length.

8. Certain programs require additional materials to be submitted. Refer to specific program insert sheet for any additional application requirements.

9. Students must submit ALL application materials required for the chosen degree before an admissions decision can be made. Send application materials to: Office of Graduate Enrollment, Robert Morris University, 6001 University Boulevard, Moon Township, PA 15108-1189.

Visit our website at www.rmu.edu for additional academic information regarding our graduate programs.

QUESTIONS?

Contact our doctoral enrollment manager at 412-262-8478.
Please print or type. Mail application with a $50 non-refundable fee to the Office of Graduate Enrollment.

DOCTORAL PROGRAMS

Please indicate the graduate program for which you are applying:

SCHOOL OF COMMUNICATIONS AND INFORMATION SYSTEMS

☐ D.Sc. in Information Systems and Communications
  Desired Term of Entry: Fall 20__________

SCHOOL OF EDUCATION AND SOCIAL SCIENCES

☐ Ph.D. in Instructional Management and Leadership
  Desired Term of Entry: Summer 20__________

SCHOOL OF ENGINEERING, MATHEMATICS AND SCIENCE

☐ Ph.D. in Engineering
  Desired Year of Entry: 20__________

PERSONAL

Gender:  ☐ Male  ☐ Female

Last Name  First  Middle Initial  Marital Status

If your records are listed under any other name, please indicate:

Street Address  City  State

County/Province  Zip/Postal Code  Country (if not USA)

Home Phone  Business Phone  E-mail Address

Date of Birth  Social Security Number

United States Citizen?  ☐ Yes  ☐ No  If no, indicate country of citizenship and Visa status:

Have you previously applied to Robert Morris University graduate programs?  ☐ Yes  ☐ No

Have you previously completed a graduate degree or teacher certification program at Robert Morris University?  ☐ Yes  ☐ No

If yes, which program have you completed?

The following information is requested for statistical purposes only.

Ethnic Origin  (check one)

☐ African American/Black  ☐ Caucasian  ☐ Native American/Alaskan Native

☐ Asian/Pacific Islander  ☐ Hispanic American  ☐ Other: _____________________________

EDUCATIONAL HISTORY

List in chronological order all colleges, universities or professional schools attended:

Name and Location  Degree (e.g., B.S.; B.A.)  Date Awarded  Major

You must contact each of the above institutions to request an official copy of your transcripts to be sent directly to the Graduate Enrollment Office.
**EMPLOYMENT**

Current Employer | Address | Title/Department

List your previous employment record for the past five years, beginning with the most recent:

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<th>Address</th>
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**LETTERS OF RECOMMENDATION**

Please list below those persons whom you have asked to submit recommendation forms or letters for your application.

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<th>Name</th>
<th>Address</th>
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Will these recommendations be sent directly to the Office of Graduate Enrollment?

☐ Yes  ☐ No, recommendations are enclosed with this application in sealed envelopes.

**GOAL STATEMENT**

Please explain specifically why you wish to enroll in this doctoral degree program. (Please complete your summary on this form. This statement is separate from the required program essay.)

I certify that the information supplied on this application is complete and accurate, including test scores and GPA. I understand that any misrepresentation will be deemed just cause for revocation of admission or dismissal from the University. (All applications must be signed in order to be processed.)

Signature | Date of Application

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It is the policy of Robert Morris University to provide equal opportunity in all educational programs and activities, admission of students and conditions of employment for all qualified individuals regardless of race, color, sex, religion, age, disability, national origin and/or sexual preference.

Once admitted to Robert Morris University, the student gives the University exclusive rights to photos taken for publicity purposes during class, at class-related functions, on campus and at Robert Morris University activities and events.