

Graduate Application for Admission

Please use this application for all graduate degree and certificate programs in

The Andreas School of Business

The Frank J. Rooney School of Adult and Continuing Education

The School of Arts & Sciences

The School of Human Performance & Leisure Sciences

All master's & specialist degrees in the Adrian Dominican School of Education

The School of Nursing

To obtain applications for all other programs please contact:

Office of Admissions

11300 N.E. Second Avenue

Miami Shores, Florida 33161-6695

where you belong

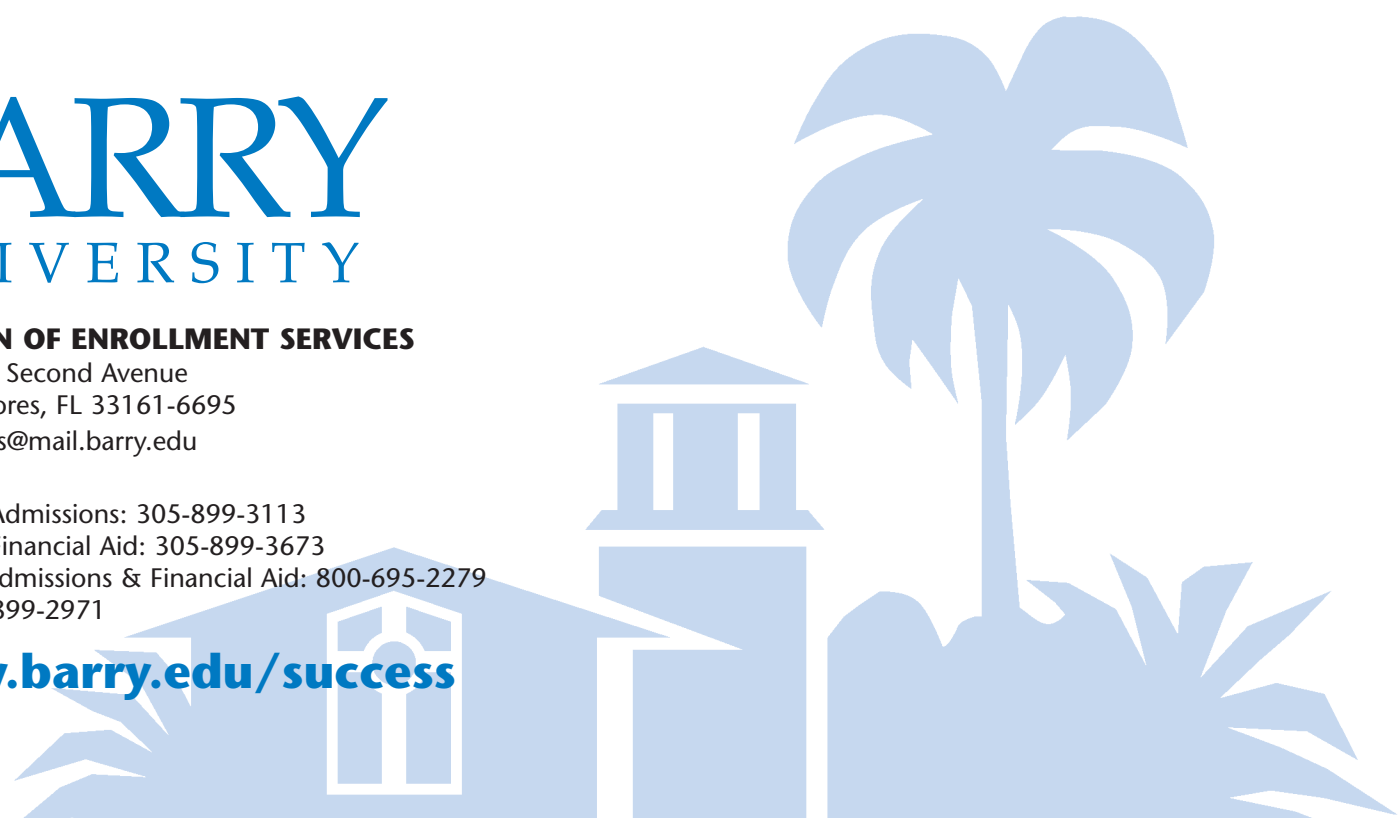
BARRY UNIVERSITY

DIVISION OF ENROLLMENT SERVICES

11300 NE Second Avenue
Miami Shores, FL 33161-6695
admissions@mail.barry.edu

Office of Admissions: 305-899-3113
Office of Financial Aid: 305-899-3673
Toll-free Admissions & Financial Aid: 800-695-2279
Fax: 305-899-2971

www.barry.edu/success



GENERAL INFORMATION

1. Admission to graduate studies at Barry University may be obtained in any of Barry's ten schools: Adult and Continuing Education, Arts and Sciences, Business, Education, Graduate Medical Sciences, Human Performance and Leisure Sciences, Law, Natural and Health Sciences, Nursing, and Social Work.
2. Graduate degrees are granted at the master's, specialist, and doctoral levels.
3. Teacher certification/recertification programs are available in a number of content areas.
4. Admission to a degree program is based on academic performance in all work from regionally accredited or internationally listed colleges or universities, submission of the appropriate entrance exam scores, when required, and additional requirements as specified by the department to which you are applying.
5. An admission decision cannot be reached unless your file is current and complete.
6. It is the applicant's responsibility to ensure that ALL required credentials are forwarded to the Office of Admissions.
7. Questions regarding the application process may be directed to the:
Office of Admissions at 305-899-3113
Toll-free number: 800-695-2279
Fax number: 305-899-2971
E-mail: admissions@mail.barry.edu

ADMISSIONS PROCESS

1. The admission process begins when the application and application fee are received in the Office of Admissions.
2. Upon receipt, an acknowledgement will be sent to you.
3. The following documents must also be submitted: all transcripts, required recommendations, statement of purpose, entrance exam scores (if applicable), teaching certificate (if applicable), and licensure (if applicable). A resumé and/or personal interview may also be required by some schools.
4. When all necessary documentation is received, the file will be forwarded to the appropriate school.
5. A decision will be rendered by the school.
6. The applicant will be notified by letter after a decision has been made.

APPLICATION INSTRUCTIONS/ INFORMATION

1. Application-related documents should be sent directly to the Office of Admissions.
2. The applicant's social security number should appear on all documents, including checks for application fees and deposits. This number is used for identification purposes only.
3. Notify the Office of Admissions immediately if your name, address, or phone number changes.
4. **All credentials become the property of the University and cannot be copied or returned.**
5. To check on the **status** of your application, please call **305-899-3113** or **800-695-2279**.

DEADLINES

Complete applications should be received at least one month prior to the anticipated starting date. Specific deadlines apply for certain degree programs. Deadline information may be obtained from each specific school.

APPLICATION FEE

1. Print your name and social security number on check/money order.
2. The application fee, in U.S. funds, must be submitted with the application.
3. The \$30 application fee (waived for Barry alumni) is a processing fee and is nonrefundable.

TRANSCRIPTS

1. Barry graduates need not request Barry University transcripts.
2. Applicants who are current Barry students must inform the Office of Admissions when the degree has been posted to the transcript.
3. Use of Transcript Request Forms (included) will expedite receipt and processing of transcripts. All transcripts must be official.
4. Transcripts in the applicant's possession will not be accepted unless in an official envelope sealed by the institution issuing the transcripts.
5. Transcripts showing degree(s) earned must be from a regionally accredited institution (domestic) or a recognized institution (international).
6. Transcripts received from non-U.S. institutions must be translated and evaluated by a recognized agency. (For a list of recognized agencies, contact the Office of Admissions.) This is the responsibility of the applicant. The translation/evaluation supplements the official document but does not replace it.

Original official transcripts are required for admission.

7. If credits have been transferred from one college to another, transcripts must still be forwarded from the college of origination.

ADMISSION STATEMENT

1. On a separate sheet of paper, state as specifically as possible: (a) your reasons for selecting Barry University; (b) your professional plans upon completion of your degree; and (c) any information which you believe will help the Admissions Committee in the evaluation your application. (School of Nursing applicants refer to section 4 of the application.)
2. Please attached your typed statement of purpose to the application.
3. Include your name, social security number (for identification purposes), desired program, and page number on each page.

LETTERS OF RECOMMENDATION

1. Recommendations should be on forms provided. If additional information is included, it must be on respondent's business letterhead.
2. Recommendations should be sent directly from the person writing the recommendation to the Office of Admissions.
3. References will be verified at random by the Office of Admissions.

DISABILITY STATEMENT

Barry University provides reasonable academic accommodations in compliance with all Federal and State Laws. If you require accommodations for preadmission meetings, contact the Office of Admissions. Upon acceptance to the University, you may contact the Office of Disability Services at voice/phone 305-899-3488 or fax 305-899-3056 or e-mail disabilityservices@mail.barry.edu to arrange for any accommodations you may require and to submit appropriate documentation. Additional information can be found at www.barry.edu.

CHECKLIST OF REQUIRED ITEMS:

1. Completed application
2. Application fee (as necessary)
3. **ALL** official transcripts
4. GRE/MAT or other test scores (as necessary)
5. Letters of recommendation
6. Statement of purpose
7. License or teaching certificate