Application Instructions

We are pleased you are interested in Utica College. As you read the following instructions, you will realize that we want to make the application process as comfortable, clear, and concise as possible for you.

We have prepared an application form that allows you to communicate your personal experiences to the Admissions Committee. Take advantage of this opportunity by completing the form thoughtfully and carefully.

Note that the instructions that follow indicate application requirements for freshman candidates, give suggested deadlines for specific programs, and provide directions for applying for financial aid. We encourage you to read the application instructions carefully.

Freshman Admission to Utica College
Utica College seeks to admit candidates whose academic record, interests, character, and talents indicate they will benefit from and contribute to Utica College’s distinctly personal learning environment. Since the Admissions Committee will consider both the academic credentials and personal qualities of each applicant, a personal interview is strongly encouraged. The Admissions Committee will give each applicant individual consideration and will place particular emphasis on how well the student’s course selection and school record have prepared the applicant for the specific course of study he or she has chosen.

Mid-Year Admission
Utica College welcomes applications for mid-year admissions. Students interested in mid-year freshman admission should submit an application as early as possible, but should complete the process no later than December 15.

Standardized Tests
It should be noted that Utica College no longer requires the results of the SAT or the American College Testing Services examinations (ACTs) for general admission. However, standardized test scores are required for certain programs, as noted, for scholarship purposes, and for consideration for the Higher Education Opportunity Program. Applicants may indicate on the High School Report if they choose to submit such scores for the consideration of the Admissions Committee.

Education
Utica College offers programs in education that lead to certification in several different teaching areas. In order to be certified to teach in New York state, prospective teachers are required to (1) major in a liberal arts discipline, (2) complete a bachelor’s degree and all requisite education program courses, (3) pass the mandatory New York State Teacher Certification Examinations, and (4) meet all other regulations of the New York State Commissioner of Education.

Courses in the education program include observation and work in public schools; practical application of the theory and principles of teaching; and one semester in the senior year devoted entirely to student teaching.

For early childhood, childhood, early childhood/childhood education, and childhood and special education, the available majors are: biology, chemistry, communication arts, economics, English, government and politics, history, international studies, liberal studies, mathematics, psychology, psychology-child life, and sociology and anthropology.

For middle childhood, adolescence education, and adolescence and special education, students should major in the subject matter in which they plan to teach: biology, chemistry, economics, English, government and politics, history, mathematics, physics, or sociology and anthropology.

For business and marketing education, students must major in management with a concentration in management marketing.

For teaching English to speakers of other languages education, students must major in English. Education courses begin in the freshman year. Students must achieve a minimum 2.75 grade point average to be eligible to student teach.

Utica College also offers master’s degree programs in education.

Occupational Therapy
Students interested in occupational therapy would select a major in health studies. As long as academic requirements are met, students will receive a bachelor’s degree in health studies after four years with continuation to the master’s degree in occupational therapy. Students would receive their master’s degree at the end of the fifth year of study.

Physical Therapy
Students interested in physical therapy would select a major in health studies. As long as academic requirements are met, students will receive a bachelor’s degree in health studies after four years with continuation to the doctorate in physical therapy (D.P.T.). Students would receive their D.P.T. at the end of the sixth year of study.

Nursing
Students interested in the nursing major must meet several requirements to be admitted into the program, including math and science high school averages of at least 80 percent (or the equivalent letter grade); three years of high school science, including biology and chemistry; three years of high school math; and letters of recommendation and a personal essay consistent with Utica College’s application requirements. In addition, applicants are required to provide SAT or ACT scores.

Information for Freshman Candidates
Please use the following checklist to ensure that your application is complete and on time:

- Completed application form
- $40 application fee or request for fee waiver
- High school report
- High school transcript
- Personal interview (optional, but recommended)
- Personal statement (Applicants for physical therapy and occupational therapy must write about their volunteer experience and personal suitability for the therapeutic profession.)*
- SAT/ACT results (optional, except for applicants for physical therapy, occupational therapy, nursing, joint health professions programs, academic achievement awards, and the Higher Education Opportunity Program*)
- Clinical recommendation – For those applicants who are interested in physical therapy or occupational therapy, it is recommended that you submit at least one letter from a clinical practitioner who can speak to your ability to function in a clinical setting.*

Utica College uses a rolling admissions plan, except for the following programs, which have a preferred application date of January 15:

- Occupational Therapy*
- Physical Therapy*
- Joint health professions programs
- Academic achievement awards

Nursing applicants have a required application date of January 15.*

Higher Education Opportunity Program (HEOP) applicants will have a priority deadline of January 15.

For all other programs, the rolling admissions process means that the earlier an application is filed, the sooner you will receive a decision. It is recommended that students apply by January 15, as individual majors may be competitive and applications will be considered only until each program is fully enrolled. Application review for the fall term begins in mid-November and extends until the class is filled.

* Please see the sections on Nursing, Occupational Therapy, and Physical Therapy for more information about these programs.
Joint Health Professions Program
Utica College offers joint study medical programs with the following: Lake Erie College of Osteopathic Medicine, the University of New England College of Osteopathic Medicine, SUNY College of Optometry, the Ohio College of Podiatric Medicine, SUNY at Buffalo School of Dental Medicine. Students in these joint programs study at Utica College for three years and spend four years at the professional school. Utica College awards the bachelor’s degree after the first year of professional study is satisfactorily completed. Admission to these programs is highly selective and the application deadline is January 15. The specific requirements for each program will be sent to you with a supplemental application, which must be completed and returned to Utica College by January 15.

Financial Aid
Students seeking financial assistance from Utica College must file a FAFSA (Free Application for Federal Student Aid) by February 15. The FAFSA will be available through your school in early January, or can be filled out online at www.fafsa.ed.gov. Students who complete their aid application after the February 15 date will be considered for an award, but the award may be delayed.

To qualify for financial aid consideration, applicants must be citizens of the United States or hold permanent resident (Resident Alien Card) status in the United States.

Students with questions about the financial aid process are encouraged to call or e-mail for assistance: 1-800-782-8884 or financialaid@utica.edu.

Students who wish to be considered for academic achievement awards must complete their applications for admission by January 15. If only academic aid is sought, no additional forms are required. All students with applications complete on the appropriate date will be considered for academic achievement awards.

Tuition Deposit
To secure a guaranteed place for the fall semester, all applicants must submit a tuition deposit by May 1. The tuition deposit is non-refundable after this date.

Utica College, as a member of the National Association for College Admission Counseling (NACAC), agrees to and will permit students accepted for first-year admission to choose, without penalty, among offers of financial aid until May 1.

Deferred Admission
Students who wish to take time off before enrolling in college may request to have their admission deferred for a semester or for a year by submitting their request in writing to the Director of Admissions. A non-refundable tuition deposit ($200) will be required to hold a place in the subsequent class.

Learning Disabilities
Utica College offers a wide range of supportive services to assist students with learning disabilities in achieving success with college-level work. Students interested in learning about the available services may contact the Office of Admissions or the Academic Support Services Center.

Honors Program
The Utica College Honors Program offers intellectually talented students the opportunity to participate in an enriched course of study that is fully integrated with the regular academic program. The Honors Program has two parts:
- Intermediate Honors, related to General Education requirements, and
- Major Honors, related to the student’s major course of study.

All applicants will be considered for the Honors Program.

International Student Information
Utica College welcomes international students and values the diversity of ideas, perspectives, and cultures they bring to our college community.

International students are required to submit the following information:
- A completed Utica College application.
- Certified transcripts (mark sheets) of all secondary and post-secondary academic work. If not in English, each transcript must be accompanied by a certified English translation.
- International student statement of finances and third party documentation.
- Evidence of English proficiency (SAT, TOEFL, IELTS, MELAB).
- Personal statement (back page of the Utica College application).

Detailed information regarding the admissions process for international students and all the necessary forms can be downloaded from the international pages of the Utica College Web site at www.utica.edu.

If you require further information, please contact the Office of International Admissions at intlpro@utica.edu. We look forward to hearing from you.

HEOP (Higher Education Opportunity Program)
HEOP is a program sponsored by New York state and designed to assist students who are both academically and economically disadvantaged. To be eligible for this program, students must be residents of New York state and must document that their income falls within the following financial guidelines established by New York state:

<table>
<thead>
<tr>
<th>No. of members in household (including head of household)</th>
<th>Total annual income in preceding calendar year**†</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>$15,590</td>
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<tr>
<td>2</td>
<td>$21,000</td>
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<tr>
<td>3</td>
<td>$26,420</td>
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<td>4</td>
<td>$31,830</td>
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<td>5</td>
<td>$37,240</td>
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<td>6</td>
<td>$42,650</td>
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<td>7</td>
<td>$48,060</td>
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<td>8</td>
<td>$53,470</td>
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<td>9</td>
<td>$58,880</td>
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<td>10</td>
<td>$64,290</td>
</tr>
<tr>
<td>11</td>
<td>$69,700 plus $5,410 for each additional family member</td>
</tr>
</tbody>
</table>

Students must meet both academic and economic requirements and all information must be submitted prior to the admissions decision.

Admitted HEOP freshmen are required to attend a six-week Summer Institute. This experience is designed to serve as a bridge between high school and college.

The priority deadline for submitting an application for HEOP is January 15. A tuition deposit of $100 is required by April 15 to secure your place in the program.

Non Discrimination Policy
Utica College accepts students without regard to race, creed, color, sex, ethnic or national origin, religion, marital status, age, sexual orientation, veteran status, or disability.
**Majors**
- Accounting
- Accounting – CPA
- Anthropology (see Sociology)
- Biochemistry*
- Biology
- Business (see Management)
- Business Economics
- Business Analysis
- Finance
- Chemistry
- General
- Biochemistry
- Environmental
- Professional
- Child Life (see Psychology-Child Life)
- Communication Arts
- Communication (see Communication Arts, Journalism Studies, and Public Relations)
- Computer Science
- Business
- Computer Security
- Scientific
- Construction Management*
- Criminal Justice
- Criminal Justice-Economic Crime Investigation
- Computer Security
- Financial Investigation
- Cybersecurity and Information Assurance
- Cybercrime Investigation and Forensics
- Information Assurance
- Economics
- Education (see Special Programs)
- English
- General
- Adolescence Education
- Childhood Education
- Foreign Language
- Geoscience*
- Gerontology*
- Government and Politics
- International Business Management
- Political Public Relations
- Public Administration
- Social Sciences
- Health Studies
- Health Studies – Human Behavior
- Health Studies – Management
- History
- International Studies
- Area Studies
- International Business Management
- Language
- World Literature and Civilization
- Journalism Studies
- Broadcast Journalism
- Liberal Studies
- Management
- General Management
- Human Resources Management
- Marketing Management
- Risk Management and Insurance
- Mathematics
- General
- Prospective Math Teachers
- Nursing
- Occupational Therapy (B.S. Health Studies/M.S. Occupational Therapy)
- Philosophy
- Physical Therapy (B.S. Health Studies/D.P.T. Physical Therapy)
- Physics (B.A. or B.S.)
- Psychology
- Psychology-Child Life
- Child Studies
- Child Life Specialists
- Public Relations
- General Public Relations
- Sports Communication
- Public Relations-Journalism Studies
- Risk Management and Insurance*
- Sociology and Anthropology
- General
- Teacher Education
- Therapeutic Recreation
- * Utica College bachelor's degrees

**Special Programs**
- Teacher Education
  - Early Childhood Education (Birth to Grade 2)
  - Childhood Education (Grades 1 – 6)
  - Early Childhood/Childhood Education (Birth to Grade 6)
  - Childhood and Special Education (Grades 1 – 6)
  - Middle Childhood Education (Grades 5 – 9)
  - Adolescence Education (Grades 7 – 12)
  - Adolescence and Special Education (Grades 7 – 12)
  - Teaching English to Speakers of Other Languages (Birth to Grade 12)
  - Business and Marketing Education (Birth to Grade 12)
- Pre-Professional Programs
  - Pre-Dentistry
  - Pre-Law
  - Pre-Medicine
  - Pre-Optometry
  - Pre-Podiatry
  - Pre-Veterinary
- Joint Health Professions Programs
  - Lake Erie College of Osteopathic Medicine, the University of New England, College of Osteopathic Medicine, SUNY College of Optometry, the Ohio College of Podiatric Medicine, SUNY at Buffalo School of Dental Medicine
- Honors Program
- Occupational Therapy – Weekend Program
- Pre-Engineering

**Graduate Programs**
- Business Administration
  - Economic Crime and Fraud Management (M.B.A.)
  - Professional Accountancy (M.B.A.)
  - Criminal Justice Administration (M.S.)
  - Economic Crime Management (M.S.)
- Education
  - Childhood Education (M.S.)
  - Childhood and Special Education (M.S.)
  - Adolescence Education (M.S.)
  - Adolescence and Special Education (M.S.)
  - Adolescence Education – Apprenticeship Teacher Certification (M.S.)
  - Special Education (M.S.)
  - Leadership and Instruction for Inclusive Classrooms (M.S.Ed.)
  - Educational Leadership and Administration (M.S.)
  - Certificate of Advanced Study: School Building Leader (C.A.S.)
  - Certificate of Advanced Study: School District Leader (C.A.S.)
- Gerontology (Advanced Certificate)
- Health Care Administration (M.S.)
- Homeland Security Risk Assessment (Certificate)
- Liberal Studies (M.S.)
- Occupational Therapy (M.S.)
- Physical Therapy (D.P.T.)

**Study Abroad**
Utica College offers programs at universities in Hungary, Japan, Korea, Poland, Finland, Ireland, Wales, Peru, Scotland, and the post-Soviet Union countries.

Students may participate in Syracuse University’s Division of International Programs Abroad (DIPA) in locales such as France, Italy, Spain, UK, or China.

Additional off-campus programs are available in Washington D.C., or at the United Nations. Other foreign study programs can be arranged to meet the needs of individual students.

**An Invitation to Visit**
Although not a requirement for admission, the personal interview is helpful to the Admissions Committee in its evaluation of candidates. We encourage you to make an appointment for an interview and a tour of the campus. Interviews are available Monday through Friday from 9 a.m. to 4 p.m. In addition, Open Houses, Saturdays at UC, and group information sessions are available throughout the fall and the spring. Please refer to the Utica College Web site for more information. To make an appointment, call the Office of Admissions at 1-800-782-8884 or (315) 792-3006, or e-mail the office at admis@utica.edu.

**On the Web**
For further information: www.utica.edu

**Directions to Campus**
From points east and west of Utica, travel the New York State Thruway (I-90) to exit 31 (Utica). Follow the signs carefully to Route 12 South and take the Burrstone Road/Utica College exit. The exit ramp ends at a stop light; take a left onto Burrstone Road West and look for the sign marking the entrance to Utica College (on the right).

From New York City, take the New York State Thruway I-87 North to I-90 West. See the preceding paragraph for directions from the Thruway.

From Pennsylvania and Southern New Jersey, take I-81 North or other connecting routes to Route 12. Follow Route 12 North to Utica. Exit at Burrstone Road West/Utica College and follow the signs to the campus.

From the north, take Route 12 South to Utica. Exit at Burrstone Road/Utica College, and follow the signs to the campus.
# Application for Freshman Admission

Please return with a $40 application fee or fee waiver request to: Office of Admissions, 1600 Burrstone Road, Utica, New York 13502-4892

### Personal Data

Please notify the Office of Admissions promptly with any changes in address, telephone number, or e-mail.

<table>
<thead>
<tr>
<th>Name</th>
<th>Sex</th>
<th>Former last name</th>
<th>(If any)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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</tbody>
</table>

| E-mail | |
|--------| |

| Parent E-mail | |
|--------------| |

<table>
<thead>
<tr>
<th>Mailing address</th>
<th>Street</th>
<th>Apt.#</th>
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<tbody>
<tr>
<td></td>
<td></td>
<td>At this address until</td>
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</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Month/Day/Year</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Telephone: This address (  )</th>
<th>Student Cell (  )</th>
<th>Work (  )</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>Permanent address (if different from above)</th>
<th>Street</th>
<th>Apt.#</th>
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<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
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<table>
<thead>
<tr>
<th>Telephone: This address (  )</th>
<th>Social Security number</th>
<th>Birthdate</th>
<th>(Optional)</th>
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</table>

<table>
<thead>
<tr>
<th>Citizenship</th>
<th>U.S.</th>
<th>Permanent resident</th>
<th>Other</th>
<th>Visa type</th>
<th>Country</th>
</tr>
</thead>
</table>

| First language, if other than English | |
|--------------------------------------| |

### I wish to apply for

- Fall 20
- Spring 20
- Summer 20

I have previously applied to Utica College:  
- No  
- Yes  

If yes, when?  

### I wish to study

- Full-time
- Part-time
- Day Session
- Evening Session (Check all that apply)

### Intended major

(See application instructions for list of majors)

### If interested in teacher certification, check area of interest:

- Early Childhood (Birth-Grade 2)
- Childhood (Grades 1-6)
- Early Childhood/Childhood (Birth-Grade 6)
- Childhood and Special Education (Grades 1-6)
- Middle Childhood (Grades 5-9)
- Adolescence (Grades 7-12)
- Adolescence and Special Education (Grades 7-12)
- Teaching English to Speakers of Other Languages (Birth-Grade 12)
- Business and Marketing (Birth-Grade 12)

Please note: Education is not a major. It is a certification program offered in conjunction with a declared major. See the application instructions for Teacher Education for appropriate majors to combine with your chosen teacher certification program.

### I wish to be considered for joint health professions programs (See application instructions)

### I plan to live

- on campus
- at home
- off campus

### I plan to apply for financial aid

- Yes (If yes, see application instructions)
- No

### I wish to be considered for the Higher Education Opportunity Program (HEOP)

- Yes (If yes, see application instructions)
- No

### Are you a veteran?

- Yes
- No  

If yes, specify branch of service  

---
### Educational Data

<table>
<thead>
<tr>
<th>High school</th>
<th>HS CEEB code</th>
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<tr>
<th>School address</th>
<th>Is school</th>
<th>Public</th>
<th>Private</th>
<th>Parochial</th>
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<tr>
<th>Date of high school graduation</th>
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</table>

List all secondary schools attended, including summer programs:

<table>
<thead>
<tr>
<th>Name of School</th>
<th>Location (City, State, Zip)</th>
<th>Dates Attended</th>
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</table>

### Family

- **Father**
- **Mother**
- **Stepfather**
- **Stepmother**
- **Other relationship**

<table>
<thead>
<tr>
<th>Name</th>
<th>Address</th>
<th>Home phone</th>
<th>Work phone</th>
<th>Occupation</th>
<th>Employer</th>
<th>E-mail</th>
<th>Parent Cell</th>
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</table>

If deceased, give year

<table>
<thead>
<tr>
<th>If deceased, give year</th>
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<table>
<thead>
<tr>
<th>College/University(s) attended, and degree(s) earned, if any</th>
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</table>

<table>
<thead>
<tr>
<th>Mother</th>
<th>Stepmother</th>
<th>Other relationship</th>
</tr>
</thead>
<tbody>
<tr>
<td>Name</td>
<td>Address</td>
<td>Home phone</td>
</tr>
<tr>
<td></td>
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</table>

If deceased, give year

<table>
<thead>
<tr>
<th>If deceased, give year</th>
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</table>

<table>
<thead>
<tr>
<th>College/University(s) attended, and degree(s) earned, if any</th>
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</thead>
<tbody>
<tr>
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</tbody>
</table>

Please check if parents are

- Marital Status:
  - Married
  - Separated
  - Divorced
  - Never married

Please give the names and ages of your brothers and sisters, and if they attend or attended college, give the name of the institution:

<table>
<thead>
<tr>
<th>Name</th>
<th>Age</th>
<th>Institution</th>
</tr>
</thead>
<tbody>
<tr>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>I reside with</th>
<th>Parents</th>
<th>Mother</th>
<th>Father</th>
<th>Other</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
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**Optional:** The following questions are optional. No information you provide will be used in a discriminatory manner.

**Marital Status**

1. Are you Hispanic/Latino?  
   - Yes, Hispanic or Latino (including Spain)  
   - No  
   - Please describe your background

2. Regardless of your answer to the prior question, please select one or more of the following ethnicities that best describe you:
   - American Indian or Alaska Native (including all Original Peoples of the Americas) Please describe your background
   - Asian (including Indian subcontinent and Philippines) Please describe your background
   - Black or African American (including Africa and Caribbean) Please describe your background
   - Native Hawaiian or other Pacific Islander (Original Peoples) Please describe your background
   - White (including Middle Eastern) Please describe your background
**Extracurricular and Personal Activities**

Please list school activities, hobbies, or family and community activities in the order of their importance to you. Please check (✓) in the right column if you wish to pursue the activity at Utica College.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Grade level or post-secondary</th>
<th>Positions held or letters or honors won (if any)</th>
<th>Do you wish to participate in college?</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>9</td>
<td></td>
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<td>12</td>
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<td>PS</td>
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</tr>
</tbody>
</table>

**Work Experience**

Please list any jobs (including summer employment) you have held in the past three years.

<table>
<thead>
<tr>
<th>Position</th>
<th>Employer</th>
<th>Approximate dates of employment</th>
<th>Approximate number of hours worked per week</th>
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</thead>
<tbody>
<tr>
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</tbody>
</table>

Please use the space below to explain which activity or job has been most important to you, and why.

______________________________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________________________

How did you first hear of Utica College?

- [ ] Friend/Relative
- [ ] Mailing
- [ ] Utica College alumnus/alumna
- [ ] College guidebook
- [ ] Internet/Web site
- [ ] College representative
- [ ] Counselor/teacher
- [ ] Other _________________________________

What factor most influenced your decision to apply to Utica College?

______________________________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________________________

Have you visited Utica College for a personal interview? [ ] Yes [ ] No

If yes, please indicate approximate date of interview ________________________________

Please list the other colleges to which you plan to apply (Optional) ____________________________
______________________________________________________________________________________________________________________________________
______________________________________________________________________________________________________________________________________
__________________________________________________________
Disciplinary History

☐ Yes or ☐ No Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, that resulted in your probation, suspension, removal, dismissal, or expulsion from the institution?

☐ Yes or ☐ No Have you ever been convicted of a misdemeanor, felony, or other crime?

If you answered yes to either or both questions, please attach a separate sheet of paper that gives the approximate date of each incident, explains the circumstances, and reflects on what you learned from the experience.

Personal Statement

Please use the space below, or separate pages, to help us know you in a more personal way. You can write about anything you want us to know; however, here are some suggested topics:

• How well your academic record reflects your ability and motivation
• A significant experience or achievement that has meaning to you
• Your goals for the future and how Utica College can assist you in reaching them

Please note: Applicants for the physical therapy and occupational therapy programs should write a second essay about your personal and professional goals relating to the therapeutic environment. Include specific examples to demonstrate your understanding of your chosen profession.

Minimum 300 word essay.

I certify that all information on this application form is true to the best of my knowledge. I understand that withholding information requested on this application or giving false information may make me ineligible for admission or subject to dismissal.

Signature ____________________________________________ Date ___________________________
High School Report – Confidential

To the Applicant:

Please fill out the front page of this form and give it to your school counselor with your completed application, personal statement, and application fee or request for fee waiver, and the return envelope.

Please Print

Name of applicant ________________________________________________________________

Last First MI

Applicant's permanent address ______________________________________________________

Street Apt.#

City State Zip

E-mail ________________________________________________________________

School now attending __________________________________________________________

Is school □ Public □ Private □ Parochial

School guidance office telephone ( ) _____________________________

Please check if you are applying for one of the following, which have preferred application dates or deadlines:

□ Physical therapy program (January 15)
□ Occupational therapy program (January 15)
□ Joint health professions programs (January 15)
□ Academic achievement award consideration (January 15)
□ Nursing program (January 15 deadline)
□ Higher Education Opportunity Programs (January 15)

Because standardized test scores are secondary to your high school record in the admission process, test scores are optional at Utica College. You are not required to submit the results of SATs or ACTs, except when applying for the programs listed above.

□ I choose to submit my test scores for consideration.
□ I prefer that you make a decision on my application without reference to test scores.

List courses in which you are currently enrolled:

________________________________________________________________________

________________________________________________________________________

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________________________________________________________________________

Signature _____________________________ Date _____________________________
Educational Data

Please complete this form and forward it in the return envelope with an official transcript, completed application form, the student’s personal statement, and application fee or request for fee waiver. If you feel you know the student well enough, please recommend below. The student may substitute a recommendation from an academic teacher if you prefer.

Academic Data

This student ranks_______________________ in a class of_______________________ . ☐ We do not rank.

This rank is ☐ weighted ☐ unweighted.

This applicant’s high school grade point average is_______________________ . The applicant’s anticipated date of graduation is_______________________ .

Percentage of class attending a four-year _______________________ two-year _______________________ institution.

Counselor’s name ___________________________________________ Telephone (                )_______________________

Recommendation

What are the first words that come to mind to describe the applicant? ___________________________________________

________________________________________________________________________________________

Please describe any special strengths or weaknesses in academic preparation, or in character, that we should be aware of when considering this applicant. (Feel free to use a separate page if you prefer.)

________________________________________________________________________________________

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Please check the boxes below that most accurately reflect your appraisal of the student, in the context of all students with whom you work:

<table>
<thead>
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<th></th>
<th>Not Recommended</th>
<th>Below Average</th>
<th>Average</th>
<th>Above Average</th>
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</thead>
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<td>☐</td>
<td>☐</td>
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<tr>
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</tbody>
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Counselor’s signature ___________________________________________ Date ______________________