



<b>For Office Use Only</b>	
Received	_____
Admitted	_____
Processed	_____
Awarded	_____

## Application for a Certificate Program

### Application Procedures

Complete and return this application along with official undergraduate and graduate transcripts (if applicable) to the Office of Extended Studies. Certificate Programs have varied minimum education requirements. (See below.)

Have an official transcript sent directly from your last graduating institution to the **Office of Extended Studies, Shippensburg University, 1871 Old Main Drive, Shippensburg, PA 17257-2299.**

Applicants are encouraged to apply no later than the completion of six credits. No application fee is required. Applications will not be processed until all information has been received.

SOCIAL SECURITY NUMBER		SEMESTER/YEAR	
LAST NAME	FIRST	MIDDLE	
EMAIL ADDRESS	SEX (M/F)	DATE OF BIRTH	
LIST ANY OTHER NAME(S) UNDER WHICH YOUR RECORDS MIGHT HAVE BEEN FILED			
PERMANENT ADDRESS			
CITY		STATE	ZIP CODE
(____) _____		COUNTY	
PERMANENT TELEPHONE NUMBER			

### Certificate Program Options:

- Graduate Certificate in Adlerian Studies (Bachelor's Degree required.) [CODE003]
- Post-Masters Certificate in Couples and Marriage Therapy (Master's degree in Counseling or an allied Mental Health field required) [CODE007]

Are you a PA Resident?	Country of Citizenship	
<input type="checkbox"/> YES	<input type="checkbox"/> U.S. Citizen	
<input type="checkbox"/> NO	<input type="checkbox"/> Resident Alien (Send copy of I-551) Country of origin _____	
<i>(See reverse side)</i>	<input type="checkbox"/> Other (Explain) _____	
	Type of Visa (copy must be attached) _____	Country of Birth _____

Ethnic/Racial Identity (check one): *see reverse side for definition of classifications*

- |   |  |  |
|---|--|--|
| <input type="checkbox"/> Black/African American, non-Hispanic | <input type="checkbox"/> Native American or Alaskan Native | <input type="checkbox"/> Asian or Pacific Islander |
| <input type="checkbox"/> Hispanic/Latino                      | <input type="checkbox"/> White, non-Hispanic               |  |

List chronologically the institution where undergraduate and/or graduate degrees were earned (including Shippensburg, if applicable):

NAME & LOCATION	DATES OF ATTENDANCE	DEGREE	MAJOR
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____
_____	_____ to _____	_____	_____

*Certification: I certify that the statements made or checked are true and acknowledge that this application and all supporting credentials become the property of Shippensburg University and are not returnable. Student furnishing the University with false, misleading, or incomplete information relating to their application for admissions or academic record will be subject to denial or dismissal. Furthermore it is understood and consented to that some or all of the information contained in this application may be released to various university offices or affiliated organizations of the university, which are the Student Association, the General Alumni Association or the Shippensburg University Foundation.*

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

## **Pennsylvania Residency**

The Office of Extended Studies will classify students applying for graduate study at Shippensburg University as resident or non-resident for fee purposes. This classification is based on information furnished by the applicant and all other relevant information. The Office of Extended Studies may require written documents, affidavits, verifications or other evidence necessary to establish the domicile of a student.

Domicile is determined by the regulations of the Pennsylvania State System of Higher Education as the place where one intends to reside either permanently or indefinitely and does, in fact, so reside. It is the student's responsibility to present clear and convincing evidence to establish residency for fee purposes. To determine or change residency, contact the Office of Extended Studies to obtain a Residency Classification Data Collection Form.

## **Ethnic/Racial Identity**

*This information provided by the applicant will be used for statistical compilation and reporting purposes only. The information will not in any way be part of the institution's admissions process and decision with regard to the applicant.*

- Native American or Alaskan Native – A person having origins in any of the original peoples of North America.
- Asian or Pacific Islander – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Pacific Islands.
- Black/African American, non-Hispanic – A person having origins in any of the black racial groups (except those of Hispanic origins.)
- Hispanic/Latino – A person of Mexican, Puerto Rican, Cuban, Central or South American, or other Spanish culture or origin, regardless of race.
- White, non-Hispanic – A person having origin in any of the original peoples of Europe, North Africa, the Middle East, or the Indian subcontinent (except those of Hispanic origin).