



**NOVA SOUTHEASTERN UNIVERSITY**

**Farquhar College of Arts and Sciences**

**Graduate Admissions Application**

**with instructions**

**Master of Arts Program in Writing**

**NOVA SOUTHEASTERN UNIVERSITY**

Enrollment Processing Services (EPS)

Farquhar College of Arts and Sciences

3301 College Avenue

P.O. Box 299000

Fort Lauderdale-Davie, Florida 33329-9905

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## Application Instructions

Thank you for applying for the Master of Arts Program in Writing in the Farquhar College of Arts and Sciences at Nova Southeastern University. The master of arts degree in writing gives students a background in both professional and creative writing. It allows students to further develop the writing skills they acquired as undergraduate students and to develop specialized writing skills such as business, technical, and journalistic writing. An M.A. in writing prepares students for careers in publishing, education, public relations, and advertising, as well as for careers as professional writers for magazines, newspapers, and businesses.

Should you have any questions at any time during the application process, please do not hesitate to call the Office of Admissions at the number below or see the Web site at: <http://undergrad.nova.edu/HUM/writing/>.

### General Information

All applications must include a \$50 nonrefundable application fee.

All correspondence and credentials concerning applications should be addressed to:

Nova Southeastern University  
Enrollment Processing Services (EPS)  
Attn: Farquhar College of Arts and Sciences  
3301 College Avenue  
P.O. Box 299000  
Fort Lauderdale-Davie, Florida 33329-9905

Telephone: 800-338-4723, ext. 8000, or (954) 262-8000

### All Applicants

Students with bachelor's degrees in any academic area are considered for admission to the Master of Arts in Writing. Candidates for admission will be individually reviewed by a faculty committee. NSU considers applicants in terms of their potential for success.

### International Applicants

Please include the following with your application or send separately:

- Credential evaluation for all coursework from schools outside of the United States. NSU recognizes the independent evaluation agencies of Josef Silny & Associates and World Education Services.
- Students for whom English is not the primary language must demonstrate adequate English skills by submitting a minimum TOEFL score (550 paper or 213 computer), an SAT verbal score of 480, an IELTS score of 6, or a grade of "C" or better on a freshman-level English course completed at a regionally accredited U.S. institution.
- Students unable to satisfy this English requirement may wish to attend NSU's Intensive English Program. Call for details.



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## Graduate Admissions Application Master of Arts Program in Writing

To complete admission process, please submit a nonrefundable \$50 application fee and include your Social Security number on the check or call 800-541-6682, ext. 5200, with your credit card information. Also, please note, you will be charged a \$50 nonrefundable application fee for each application submitted to our institution.

Please retain a copy of the application for your records.

Legal Name: Last First Middle

Maiden

Social Security Number

Do you have educational materials under another name, Social Security number, or ID?  Yes  No If yes, then please indicate \_\_\_\_\_

### Preferred Mailing Address:

Number and Street City

County State Country ZIP Code

Telephone Cellular/Pager

### Permanent/Legal Address:

Number and Street City

County State Country ZIP Code

Telephone Cellular/Pager

### Business Address:

Name of Company

Number and Street City

County State Country ZIP Code

Telephone Cellular/Pager

### Application Status at Time of Application:

Is this your first time applying to NSU?  Yes  No  
 If no, what programs have you applied to? \_\_\_\_\_  
 Will this be your first time attending NSU?  Yes  No  
 If no, what program(s) are/have you been enrolled in? \_\_\_\_\_

#### How did you learn about NSU? Please check all that apply.

- Friend/Colleague/Relative
- NSU Employee
- NSU Student or Graduate
- Direct Mail
- TV or Radio Commercial
- SREB Electronic Campus
- eArmyU
- Web Site (specify)
- Newspaper (specify)
- Information Meeting (where)
- Conference (specify)
- Magazine (specify)
- Other (specify)(e.g., adviser)

FOR NSU USE ONLY



The university is required to collect the following information to comply with federal reporting requirements of the U.S. Department of Education. The collected information will not be used in any discriminatory manner.

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**General Information:**

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Date of Birth (mm/dd/yy) \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Country of Birth \_\_\_\_\_

**Sex:**  Male  Female

**Ethnic Origin Data:**

(The provision of this information is voluntary and we request it for reporting purposes only. This information will not be used in any discriminatory manner.)

- |  |   |   |
|--|---|---|
| <input type="checkbox"/> Native American or Alaskan Native | <input type="checkbox"/> Chinese                  | <input type="checkbox"/> Filipino                         |
| <input type="checkbox"/> Japanese                          | <input type="checkbox"/> Korean                   | <input type="checkbox"/> Asian Indian                     |
| <input type="checkbox"/> Thai                              | <input type="checkbox"/> Other Asian not listed   | <input type="checkbox"/> Black or African American        |
| <input type="checkbox"/> White (non-Hispanic)              | <input type="checkbox"/> Hispanic or Latino       | <input type="checkbox"/> Mexican                          |
| <input type="checkbox"/> Puerto Rican                      | <input type="checkbox"/> Other Hispanic or Latino | <input type="checkbox"/> Native Hawaiian/Pacific Islander |
| <input type="checkbox"/> I decline to respond              | <input type="checkbox"/> Unknown or not reported  | <input type="checkbox"/> Other _____                      |

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**Veterans' Information:**

Have you ever served in the United States Armed Forces?  Yes  No If yes, complete the following:

Branch of service: \_\_\_\_\_ Rank: \_\_\_\_\_

Entry date: \_\_\_\_\_ Date and type of discharge: \_\_\_\_\_

Reserve status: \_\_\_\_\_ Are you eligible for veterans benefits?  Yes  No

If so, under what law? \_\_\_\_\_

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**Citizenship Status:**

Failure to complete this information may delay the processing of your financial aid and delay your matriculation should you require certain documentation in order to attend classes in the United States.

- |  |   |
|--|---|
| <input type="checkbox"/> United States citizen | <input type="checkbox"/> Temporary resident |
| <input type="checkbox"/> Permanent resident    | <input type="checkbox"/> Nonresident alien  |

If you are a nonresident alien, please complete the following.

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Country of Birth \_\_\_\_\_ Country of Citizenship \_\_\_\_\_

Is English your native language?  Yes  No If not, documentation of English literacy is required.

Do you currently have a U.S. visa?  Yes  No If yes, what type? \_\_\_\_\_

What is the expiration date? \_\_\_\_/\_\_\_\_/\_\_\_\_ (mm/dd/yy)

Do you require an I-20?  Yes  No

If you have any questions, please visit our Web site: [www.nova.edu/cwis/registrar/iss/](http://www.nova.edu/cwis/registrar/iss/).

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**Applicant Email Address:**

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Email Address

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**Emergency Contact Information:**

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Name: Last First Relationship to You

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Number and Street City

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County State Country ZIP Code

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Day Telephone Evening Telephone

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**Previous Education:**

All official transcripts/documents are required from the applicant for ALL previously attended institutions for FULL admittance.\*

High school/General Education Diploma (GED) documentation is required only for undergraduate applications.

**SECTION A**

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Name of High School Graduation Month and Year

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Number and Street City

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County State Country ZIP Code

General Education Diploma (GED) awarded: \_\_\_\_\_  
Month and Year State

**SECTION B**

List ALL academic institutions (in chronological order beginning with most recent) you have, are, or will attend prior to NSU matriculation. \*Official transcripts/documents from all institutions attended are required for FULL admittance.

Name of Institution	City	State or Country	Major	Degree	Approx. # of Credits Earned	Start and End Date (or expected end)

Have you ever been required to leave any college or denied readmission because of conduct or academic deficiencies?  Yes  No

If yes, please explain.

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Indicate when you plan to begin the Master of Arts Program in Writing: Year \_\_\_\_\_

Semester:  Fall (August–December)  Winter (January–April)  Summer I (May–August)

Are you an NSU employee or dependent of an NSU employee?  Yes  No

**Include with your application or send separately:**

- Final and official undergraduate transcript(s) showing bachelor's degree conferred from a regionally accredited institution. An undergraduate GPA of at least 3.0 is preferred.
- GRE test scores (qualitative and quantitative); no specific discipline score required; however, a combined verbal and analytical score of 1000 is preferred.
- Three letters of recommendation from academic or work related references.
- Writing sample portfolio (20 to 25 pages) including materials such as academic papers, professional work-related writing, and/or other works of creative writing or nonfiction prose.
- 500-word personal statement detailing your objectives in applying for the M.A. in writing.
- A copy of both sides of your resident alien card if you are a permanent resident.

**Please note that your file will not be reviewed for admission until all documents have been received.**

For office use only	College	<input type="text"/>	Major	<input type="text"/>	Degree	<input type="text"/>	Level	<input type="text"/>
	Term	<input type="text"/>	Status	<input type="text" value="A"/>	Apply Date	<input type="text"/>	Apply Class	<input type="text"/>
	Program	<input type="text"/>	Admit Action	<input type="text" value="01"/>	Admit Type	<input type="text"/>	Cluster/ Site Locator	<input type="text"/>

**Note: Please be certain to read the following disclosure and sign the application for further processing. No application will be processed without your signature.**

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**Disclosure Statement:**

Have you ever been convicted in any state or country of a criminal offense, other than a minor traffic offense, where you have been found guilty by a judge or jury or entered a plea of nolo contendere (no contest); or any juvenile offenses; any offenses where the records have been expunged; or any conviction that the applicant is currently appealing, regardless of adjudication?

Yes     No

If the answer is yes, please explain. \_\_\_\_\_

\_\_\_\_\_

The disclosure is a continuing duty. All applicants must report to Nova Southeastern University (NSU) any such arrest or conviction after the filing of the application for admissions or during the time that the student is enrolled at the college. The admissions committee and NSU will consider new information submitted, and in appropriate circumstances, may change the status of an applicant or student.

Permission is hereby given to NSU to make any necessary inquiries and I voluntarily and knowingly authorize any former school, government agency, employer, person, firm, corporation, its officers, employees and agents, or any other person or entity making a written or oral request for such information.

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

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**Notices of Nondiscrimination and Accreditation**

Consistent with all federal and state laws, rules, regulations, and/or local ordinances (e.g., Title VII, Title VI, Title III, Title II, Rehab Act, ADA, and Title IX), it is the policy of Nova Southeastern University not to engage in any discrimination or harassment against any individuals because of race, color, religion or creed, sex, pregnancy status, national or ethnic origin, nondisqualifying disability, age, ancestry, marital status, sexual orientation, unfavorable discharge from the military, veteran status, or political beliefs or affiliations, and to comply with all federal and state nondiscrimination, equal opportunity, and affirmative action laws, orders, and regulations.

This nondiscrimination policy applies to admissions; enrollment; scholarships; loan programs; athletics; employment; and access to, participation in, and treatment in all university centers, programs, and activities. NSU admits students of any race, color, religion or creed, sex, pregnancy status, national or ethnic origin, nondisqualifying disability, age, ancestry, marital status, sexual orientation, unfavorable discharge from the military, veteran status, or political beliefs or affiliations, to all the rights, privileges, programs, and activities generally accorded or made available to students at NSU, and does not discriminate in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.

Nova Southeastern University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, Telephone number: 404-679-4501) to award associate's, bachelor's, master's, educational specialist, and doctoral degrees.

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**Acknowledgment Statement**

I have read and understood the instructions. I certify that the information submitted in this application is complete and correct to the best of my knowledge. False and/or omitted information will invalidate this application and could result in rejection of the applicant or dismissal from the university if the applicant has already been admitted. Permission is hereby given to NSU to make any necessary inquiries and I voluntarily and knowingly authorize any former school, government agency, employer, person, firm, corporation, its officers, employees and agents, or any other person or entity making a written or oral request for such information. I agree that this information may be used by Nova Southeastern University for research and development purposes aimed at improving education and admissions programs.

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

Detach and mail this page to your current or previous school(s).

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**Transcript Request Form** (Please photocopy this form as necessary)

**To the applicant:** It is important that transcript requests are sent to your previous school(s) in a timely fashion in order to aid in the admission process. Fill in the blanks on both parts of the form. It is suggested that you call your previous school(s) to find out if a fee should accompany this transcript request form. Mail the entire form and any fee required to your previous school(s).

**To previous school/college:** Please send an official transcript of my academic work while attending your institution to the Farquhar College of Arts and Sciences at Nova Southeastern University.

A. I attended your institution from \_\_\_\_\_ to \_\_\_\_\_

B. While in attendance, my name was

\_\_\_\_\_

Last First MI Maiden

C. My student identification number was \_\_\_\_\_

\_\_\_\_\_  
Signature

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**Transcript Transmittal Form**

**Previous school: Please return this form with transcript. Thank you.**

Social Security number \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Last First MI Maiden

Address \_\_\_\_\_

\_\_\_\_\_

City State ZIP

**Please send one official transcript to:**  
Nova Southeastern University  
Enrollment Processing Services (EPS)  
Attn: Farquhar College of Arts and Sciences  
P.O. Box 299000  
Fort Lauderdale-Davie, Florida 33329-9905