

State University of New York
Institute of Technology at Utica/Rome

SUNYIT
Engage the Future.
Change the World.

2012

Graduate Application



Graduate Degree Programs:

Accountancy (MS) *

Advanced Technology (MS)

Adult Nurse Practitioner (MS & CAS)

Computer & Information Science (MS)

Family Nurse Practitioner (MS & CAS)

Gerontological Nurse Practitioner (MS & CAS)

Information Design & Technology (MS) *

Nursing Administration (MS & CAS)

Nursing Education (MS & CAS) *

Technology Management (MBA) *

Concentrations in:

Accounting & Finance

Business Management

Health Services Management

Human Resource Management

Marketing Management

Telecommunications (MS)

** Available in an online format.*

MS – Master of Science

MBA – Master of Business Administration

CAS – Certificate of Advanced Study (post-master's)

Application Deadlines:

Fall

June 1 Recommended for assistantship & fellowship eligibility

July 1 Recommended for international applicants

Aug. 1 Final date to submit fall applications

Spring

Nov. 1 Recommended for international applicants

Nov. 15 Recommended for assistantship & fellowship eligibility

Dec. 1 Final date to submit spring applications

Applicants will have two weeks after the final application deadline to submit the required application materials (transcripts, letters of reference, GMAT/GRE scores, educational objective, etc.).

Applications received after the final deadline dates will be considered for admission for the following semester.

Notification Dates:

Fall

- Decisions will be mailed beginning the first week of January.
- Decisions are made on a rolling basis until the class is full or August 15.

Spring

- Decisions will be mailed beginning the third week of September.
- Decisions are made on a rolling basis until the class is full or December 15.

Send the Graduate Application and all required materials to:

SUNYIT
Graduate Center
100 Seymour Road
Utica, NY 13502

The application and required forms can also be found online at:
www.sunyit.edu/graduate_center/apply_now

Applications can also be submitted online at:
www.sunyit.edu/graduate_center/apply_online





Application for Graduate Admission

Application Deadlines: Fall – August 1 & Spring – December 1

Gender: Male Female

Are you Hispanic/Latino? Yes No

If Hispanic/Latino is your background select one:

Central American Dominican
 Mexican Puerto Rican
 South American Other Hispanic/Latino

All applicants, please indicate your race (select one or more):

American Indian or Alaska Native
 Asian Black or African American
 Native Hawaiian or Other Pacific Islander
 White

Indicate if you are: US Veteran
 Dependent of a US Veteran
 Active Military Duty

Personal Information

Last Name (Family Name) _____

First Name (Given Name) _____

Middle Name _____

If you have educational records under a different name, please indicate former name:

Social Security No. _____ Date of Birth _____

Home Phone _____ Work Phone _____

Cell Phone _____ E-mail Address _____

Current Employer _____ Position _____

In case of emergency, notify:

Name _____ Phone _____

Permanent Home Mailing Address (International applicants requiring a F-1 visa must provide a permanent address outside the US.)

Street Address _____

Apartment Number _____ PO Box _____ Rural Route _____

City _____ State _____ Zip/Postal Code _____

Province (If outside US) _____ Country (If outside US) _____

Temporary Mailing Address

Indicate the dates for contact at this address. From _____ To _____

Street Address _____

Apartment Number _____ PO Box _____ Rural Route _____

City _____ State _____ Zip/Postal Code _____

Province (If outside US) _____ Country (If outside US) _____

Residency Information

Are you a United States citizen? Yes No

If not a US citizen, are you a permanent resident of the US? Yes No

If yes, provide your alien registration number _____

Are you a New York State resident? Yes No If yes, for how long? _____

If yes, what county do you reside in? _____

Foreign Student Information (For Non-US Citizens & Non-Permanent Residents)

Country of Birth _____ Country of Citizenship _____

Have you applied for permanent resident status in the US? Yes No

If you are currently in the US on a visa, indicate your visa type. **Check F-1 if you will need a student visa.**

F-1 H-4 J-1 A-2 Other (please specify) _____

If you are currently in the US on a visa, indicate visa expiration date _____

How many years have you been in the US? _____

Applicant Information

Semester you wish to enroll: Fall 20____ Spring 20____ I desire on-campus housing: Yes No

Full-Time Study (12 or more credits) Part-Time Study (less than 12 credits)

Program: _____

MBA Technology Management applicants only, please indicate concentration:

Accounting and Finance Business Management Health Services Management Human Resource Management Marketing Management

Educational Information

 Previous Colleges Attended: (List current or most recent first)

College 1 _____

City/State or Country _____ Dates of Attendance _____

Degree/Major _____ GPA _____ Grad Date _____

College 2 _____

City/State or Country _____ Dates of Attendance _____

Degree/Major _____ GPA _____ Grad Date _____

College 3 _____

City/State or Country _____ Dates of Attendance _____

Degree/Major _____ GPA _____ Grad Date _____

College 4 _____

City/State or Country _____ Dates of Attendance _____

Degree/Major _____ GPA _____ Grad Date _____

I have taken the following standardized tests: GRE Date _____ GMAT Date _____

International Students Only: TOEFL Date _____ IELTS Date _____

Is this your first application to a SUNYIT graduate program: Yes No

If no, indicate semester that you previously applied for: Fall Spring Year _____

Have you completed previous graduate coursework at SUNYIT as a non-matriculated student? Yes No

Are you applying for a graduate assistantship: Yes No (*Assistantship candidates must complete and submit the "Graduate Assistantship Application."*)

Are you applying for a graduate diversity fellowship: Yes No (*Fellowship candidates must complete and submit the "SUNY Graduate Diversity Fellowship Application."*)

Additional Information

Answering "yes" to the following questions will not automatically prevent admission, but you will be asked to provide further information for admission consideration. The information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in a denial of admission or dismissal.

Have you been convicted of a felony? Yes No

Have you been dismissed and/or suspended from a college for disciplinary reasons? Yes No

Agreement: I have requested that all present/previous colleges attended send official transcripts to the SUNYIT Graduate Center. I have requested that score reports for any required standardized tests be sent to the Graduate Center. The information supplied in this application is complete and accurate, to the best of my knowledge.

Signature of Applicant: _____ Date: _____

Property of Materials: I understand that all materials submitted in support of my application become the property of SUNYIT and the college cannot return these materials (or copies of these materials) to me or a third party.

Signature of Applicant: _____ Date: _____

Please submit this completed application along with a \$60 application fee to the SUNYIT Graduate Center, 100 Seymour Road, Utica, NY 13502.

Method of payment

Credit Card – Type: MasterCard Visa American Express

Cardholder Name: _____

Card Number: _____ Expiration Date: _____

Cardholder Zip/Postal Code: _____ Cardholder Signature: _____

Check payable to SUNYIT enclosed

Graduate School Reference Report

Applicant Name _____ E-Mail _____

Intended graduate degree/major _____

Name and title of person supplying reference:

Name Title

AUTHORIZATION FOR WAIVER: TO BE READ AND SIGNED BY APPLICANT: This waiver is not required as a condition of admission.

I understand my right under the U.S. Family Education Rights and Privacy Act of 1974 to review confidential appraisals placed in my file that are submitted with reference to admission to a graduate or other school.

I do do not waive my right to review this reference report.

Date Signature of Applicant

TO THE APPLICANT: Complete the above information and send this form to the individual who will be providing your reference.

TO THE EVALUATOR: In the space below (or on an attached page) please comment on the following: 1. How long and in what capacity you have known the applicant. 2. The applicant in terms of talents, abilities, potential, organizing and communicating ideas, seriousness, and maturity and stability in the face of prolonged and difficult work. 3. Other relevant information not found elsewhere in the application materials.

Signature Position/Title Date

Name and Address (Please type or print)

Please return to:
SUNYIT Graduate Center • 100 Seymour Road • Utica, New York 13502
gradcenter@sunyit.edu • Phone: (315) 792-7347 • Fax: (315) 792-7221

Educational Objective Statement

Applicant Name _____ E-Mail _____

Intended graduate degree/major _____

Applicants to the graduate programs in Advanced Technology, Information Design and Technology, Nursing (Adult Nurse Practitioner, Family Nurse Practitioner, Nursing Administration, Nursing Education, and Gerontological Nurse Practitioner), and Telecommunications must submit a typed statement of reasons for seeking admission to the master's program, identifying immediate and long-term professional goals and relating intended contributions to the professional field after completion of the master's program.

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Graduate Assistantship Application

Applicant Name _____ E-Mail _____

Intended graduate degree/major _____

Please provide a typed narrative outlining the reasons you are requesting a graduate assistantship.

Applicant Signature _____ Date _____

**** Only applicants who have been accepted for graduate admission will be considered for an assistantship.***

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SUNY Graduate Diversity Fellowship Application

Applicant Name _____ E-Mail _____

Intended graduate degree/major _____

Please provide a typed narrative responding to the following: "How will you contribute to the diversity of the student body in the program for which you are applying, including having overcome a disadvantage or other impediment to success in higher education?"

Applicant Signature _____ Date _____

- I understand that if I am awarded a SUNY Graduate Diversity Fellowship, I must enroll for 12 graduate credit hours each semester that I am receiving the award.*

**** Only applicants who have been accepted for graduate admission will be considered for a Diversity Fellowship.***

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STATE UNIVERSITY OF NEW YORK INSTITUTE OF TECHNOLOGY AT UTICA/ROME



Our faculty connect students to their field of study. Many classes with fewer than 20 students allow for individual attention and mentoring. Caring, experienced faculty include a Distinguished Service Professor, Fulbright Scholars and numerous recipients of the Chancellor's Award for Excellence in Teaching. 80% have doctoral or terminal degrees.



Our students come from all over New York and several other states, and more than 20 other nations. Nearly 3,000 full- and part-time students attend SUNYIT in an average semester. About 600 live in two townhouse-style residential complexes highly rated by students past and present.



Our campus offers affordable, quality education, and promotes personal growth in its academic, athletic and residential communities. Located on hundreds of beautiful acres in the foothills of the Adirondacks, SUNYIT has opened three new buildings: student center, field house, freshman residence hall, and will soon begin construction on a technology complex.



The region is historically interesting and naturally beautiful. The Utica-Rome metro area is in New York State's geographic center. Utica is home to the internationally recognized Munson-Williams-Proctor Arts Institute, the Utica Symphony Orchestra, Broadway Theater League, and the Stanley Performing Arts Center. Within the city limits are more than 900 acres of parks, the Utica Zoo, and a municipal ski center.



We'd be happy to answer any questions, send an application, or schedule an appointment for you.

Contact us:

Graduate Center

SUNY Institute of Technology

100 Seymour Road, Utica, NY 13502

(315) 792-7347 or call toll free 1 (866) 2 SUNYIT
gradcenter@sunyit.edu • www.sunyit.edu