

Application for Admission

ADMISSION PROCEDURES

- Complete and submit the *Application for Admission* along with a \$75 application fee.
 - Submit proof of graduation or previous credits earned. (Acceptable documents include an *Issued to Student* transcript or copy of a diploma.)
 - Submit a resume or summary of employment history.
 - Complete an interview with an Admissions Officer.
 - For degree program applicants, request official academic transcript(s) from the institution which awarded the applicant's highest degree, to be received by the University no later than the end of the student's first academic term.
 - Submit TOEFL scores, if applicable.
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Submit admission materials to:

University of Fairfax

Department of Admissions

2070 Chain Bridge Road, Suite G-100

Vienna, VA 22182

or

Fax to: 703.891.9400

Application for Term Beginning: Month: _____ Year: _____

Credential: *(Check all that apply.)*

Doctorate (DIA) Doctorate (DSc) Master of Science Graduate Certificate

Personal Data

Last Name First Name Middle Initial Maiden Name (optional)

Street Address Apartment

City State/Province Country Zip/Postal Code

Home Telephone Mobile Telephone Business Telephone E-mail Address

Are you a U.S. Citizen? (circle one) Yes No If no, currently citizen of: _____

Date of Birth *(Optional)*

Emergency Contact Telephone

Education

List all undergraduate and graduate institutions you have attended or are now attending:

Name of Institution City/State Dates Attended Degree Earned Major GPA

Name of Institution City/State Dates Attended Degree Earned Major GPA

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List any academic honors and awards earned:

Employment

In addition to providing a copy of your resume, please list your most recent work experience:

Employer	City/State	From / To	Title
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Employer	City/State	From / To	Title
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Summarize your current job duties and responsibilities:

Please provide three professional references:

Name	Title	Telephone	E-mail
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Name	Title	Telephone	E-mail
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Name	Title	Telephone	E-mail
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Activities

List extracurricular or community activities:

Tuition Financing

Do you plan to apply for an educational loan? (circle one) Yes No

If tuition will be paid / reimbursed by employer, please provide the following information:

Company Name	Current Supervisor
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Street Address	Suite
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City	State	Zip Code
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Telephone

Objectives/Goals

Please summarize your career goals:

Describe what you consider to be your most significant accomplishment to date and why:

Discuss why you have decided to pursue a graduate program at this time:

- I affirm that all the above statements and that all of the materials I submit in support of this application are true, accurate and correct. I understand that any false or misleading statements or materials may constitute grounds for denial of admission or later expulsion.

Applicant's Signature

Date

Credit Card Authorization Form

I, _____, hereby
(Print Full Name)

authorize the University of Fairfax to process the amount of \$75.00 on my credit card to satisfy my Application Fee to the school.

I understand that this document will be used for proof that I have authorized the use of my card, as noted by my signature below.

Card Type (select one): MC VISA AMEX DISC

Name (*exactly* as it appears on card): _____

Card Account#: _____

Expiration Date: _____ Card ID¹: _____
MM YYYY

Billing Address: _____

City/State/Zip: _____

Authorized Signature: _____

Date: _____

¹ 3-digit code on back for MC/Visa/Discover or 4 digit code on front for AMEX