



The University of Oklahoma

College of Liberal Studies

Master's Application Packet



This booklet provides application information for prospective students of the OU College of Liberal Studies. It contains an application and instructions for the preparation of a complete application package. Please read all instructions before completing the application. If you have questions, please contact the College of Liberal Studies:

Toll-Free: 800-522-4389
OKC Area: 405-325-1061
Tulsa Area: 918-660-3318
San Diego Area: 619-206-1515
Fax: 405-325-7132
E-Mail: clsinfo@ou.edu
Website: <http://cls.ou.edu>

Master's Application Deadlines

Fall: July 15th

Spring: December 1st

Summer: May 1st

Application deadlines are provided to ensure your admission well in advance of the beginning of the term. If you miss the application deadline, you may still submit your application. Late applicants should contact the College for admissions advisement. **Students must be fully admitted before they are allowed to begin the program.** To facilitate the application process, please submit a complete application package. You are required to submit transcripts from every institution you have previously attended. Obtaining transcripts from these institutions may take several weeks, so you should begin gathering your documents as soon as you decide to apply for admission to the College of Liberal Studies.

Mail application and materials to: CEAR (Admissions Dept.)
The University of Oklahoma
1700 Asp Avenue, Suite B-1
Norman, OK 73072-6400

Financial Aid Services

If you are considering applying for financial aid, please visit the CLS Financial Aid Services website: <http://www.financialaid.ou.edu/lis/>.

When contacting the Financial Aid office (405-325-2929; rmeyer@ou.edu), please identify yourself as a College of Liberal Studies student in order to receive accurate advisement.

PREPARING AND SENDING YOUR APPLICATION MATERIALS

Your application will include materials for review by faculty and staff of the University of Oklahoma's Office of Admissions and the College of Liberal Studies.

Full admission to the OU Graduate College requires a 3.0 or higher in the last 60 hours of undergraduate work. Conditional admission is also possible with a GPA between 2.25 and 2.99 - see Conditional Admission Materials section below for more details.

I. University of Oklahoma Application for Admission -- signed, dated and completed.

II. MA Supplemental Application – all questions completed.

III. Official Documentation of Prior Work -- applicants must contact all academic institutions previously attended and have official transcripts sent to OU as follows:

College Transcripts -- The University of Oklahoma requires an official transcript bearing the official seal and the signature of an official from each collegiate institution applicants have previously attended.

Military Experience: The University of Oklahoma requires one of the following transcripts: AARTS, CCAF, SMART, or US Coast Guard Institute. A DD-214 or DD-295 may also be used for assessment if discharged, separated, retired, etc.

For certification of VA entitlements, the University of Oklahoma requires VA application form 22-1990 or the request for change of program VA form 22-1995.

IV. Application Fee -- The \$40 non-refundable application fee is payable by cash, money order, check or credit card. This fee must accompany the application form. Make checks payable to THE UNIVERSITY OF OKLAHOMA. International students are required to pay a \$90 application fee.

V. Statement of Purpose -- Master's applicants are required to submit a 300-500 word Statement of Purpose describing their educational goals and interests.

VI. Conditional Admission Materials

Applicants with a grade point average of 2.75-3.0 are admissible under Conditional Low Grade status without additional application materials.

Applicants with a grade point average between 2.25-2.74 on the last 60 hours of undergraduate work and who graduated with their bachelor's degree at least three years ago may be considered for conditional admission, but must submit the following supplemental application materials:

1. A resume or materials showing relevant life experience.
2. A 1,500 word essay demonstrating the ability to critically analyze material. Applicants may self-select a book, article, film, performance or presentation and should include a brief rationale for the selection of the material.

NOTE: Students who are admitted under Conditional Status must meet certain grade and progress requirements. Failure to do so can result in removal from the program:

- Completion of first 15 credit hours within two years
- Make a 3.0 grade point average on the first 12 letter-graded program hours of enrollment

Mail application and materials to:

CEAR (Admissions Dept.)
The University of Oklahoma
1700 Asp Avenue, Suite B-1
Norman, OK 73072-6400

THE UNIVERSITY OF OKLAHOMA APPLICATION FOR ADMISSION

COLLEGE OF CONTINUING EDUCATION (CCE)
1700 ASP AVENUE, NORMAN OK 73072-6400
<http://www.outreach.ou.edu>



COLLEGE OF LIBERAL STUDIES (CLS)
1700 ASP AVENUE, NORMAN OK 73072-6400
<http://www.ou.edu/cls>

NON-REFUNDABLE APPLICATION PROCESSING FEE:

- \$40 U.S. citizens and permanent residents
 - \$90 international students
 - \$50 Continuing Education Advanced Programs only
- May be paid by check or money order payable to the University of Oklahoma, or credit card

PLEASE PRINT OR TYPE. USE DARK INK.

LEGAL NAME							
Last Name	First Name	Middle Name	Suffix (Jr, Sr, II)	Preferred First Name			
OTHER NAMES UNDER WHICH YOUR RECORDS MAY APPEAR							
Other Name 1	Other Name 2	Other Name 3	Maiden Name				
STUDENT INFORMATION							
U.S. Social Security Number*	Birth Date MM/DD/YYYY	Gender Male <input type="checkbox"/> Female <input type="checkbox"/>	Sooner ID# (to be assigned by OU)				
STUDENT PERMANENT HOME ADDRESS							
Number	Street	City	State	Zip Code	County (if OKLA)	Country	
MAILING ADDRESS FOR REPLY							
Number	Street	City	State	Zip Code	Country		
PHONE NUMBERS AND E-MAIL ADDRESS							
Home Telephone () ()	Cell Phone () ()			Email Address			
PARENT OR GUARDIAN INFORMATION							
Parent/Guardian 1-Last Name	First Name	Middle Name			Phone () ()		
Number	Street	City	State	Zip Code	Country		
Parent/Guardian 2-Last Name	First Name	Middle Name			Phone () ()		
Number	Street	City	State	Zip Code	Country		
CITIZENSHIP INFORMATION: Please check the appropriate box							
U.S. Citizen <input type="checkbox"/> U.S. Permanent Resident <input type="checkbox"/> Non U.S. Citizen <input type="checkbox"/>			Country of Birth	Country of Citizenship (If Not U.S.)			
RESIDENCE STATUS							
Resident of Oklahoma <input type="checkbox"/> How Long: YRS _____ MTHS _____ Non Resident <input type="checkbox"/>							
ETHNICITY							
Hispanic Of Any Race <input type="checkbox"/> Not Hispanic <input type="checkbox"/>							
RACE INFORMATION							
The following information is voluntary and is requested for reporting purposes only in accordance with the 1964 Civil Rights Act as amended. (U.S. citizens only)							
White <input type="checkbox"/> Black or African American <input type="checkbox"/> Asian <input type="checkbox"/> Native Hawaiian or Other Pacific Islander <input type="checkbox"/> Hispanic <input type="checkbox"/>							
American Indian or Alaskan Native <input type="checkbox"/> Indicate Tribe of Enrollment _____							
Please list your American Indian or Alaskan Native Tribal Affiliation in the space provided, and submit a copy of your tribal membership card to the Office of Admissions for the purpose of eligibility for programs and services.							
U.S. VETERAN INFORMATION							
Veteran <input type="checkbox"/> YES <input type="checkbox"/> NO							
MILITARY INFORMATION							
Check one of the following if applicable: Active Duty Military? <input type="checkbox"/> YES <input type="checkbox"/> NO PAY GRADE _____ <input type="checkbox"/> Active Duty <input type="checkbox"/> Civilian Contractor <input type="checkbox"/> Civilian DAC <input type="checkbox"/> Civilian <input type="checkbox"/> Family Member <input type="checkbox"/> Civilian Service				Indicate Appropriate Branch of Service: <input type="checkbox"/> Air Force <input type="checkbox"/> Army <input type="checkbox"/> Navy <input type="checkbox"/> Marines <input type="checkbox"/> NATO <input type="checkbox"/> DOD <input type="checkbox"/> National Guard <input type="checkbox"/> Coast Guard <input type="checkbox"/> Other			
AREA BELOW FOR OFFICE USE ONLY							
TERM ENTER	ADMIT TYPE	STUDENT TYPE	RES	APPL FEE <input type="checkbox"/>	EX	FEL	

* Not required for admission, but it is used for IRS reporting and Financial Aid. It will not be your student ID. You will be notified of your permanent Sooner ID once it has been assigned. Cube CCE-CLS (08/11)

LEGAL NAME				
Last Name	First Name	Middle Name	Suffix (Jr, Sr, II)	Preferred First Name

TERM YOU PLAN TO ENTER THE UNIVERSITY OF OKLAHOMA (SEE DEADLINES LISTED AT TOP OF PAGE 1)

<input type="checkbox"/> Fall Semester _____ (YEAR) <input type="checkbox"/> Spring Semester _____ (YEAR) <input type="checkbox"/> Summer Term _____ (YEAR)	Interession: May <input type="checkbox"/> August <input type="checkbox"/> December <input type="checkbox"/> Year _____ (short session offered between terms)
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COLLEGE OR PROGRAM	APPLYING FOR
<input type="checkbox"/> CCE Advanced Programs <input type="checkbox"/> College of Liberal Studies <input type="checkbox"/> College of Continuing Education	<input type="checkbox"/> Undergraduate Degree <input type="checkbox"/> Second Undergraduate Degree <input type="checkbox"/> Special Non Degree, Visiting Student <input type="checkbox"/> Graduate Degree (Check One) <input type="checkbox"/> Master's <input type="checkbox"/> Doctorate <input type="checkbox"/> Graduate Unclassified <input type="checkbox"/> Graduate Visitor

MAJOR - See Major Code Sheet	MAJOR CODE	Applicants interested in Pre-Dentistry, Pre-Medicine, Pre-Optometry and Pre-Veterinary Medicine please indicate code - see code sheet	CODE

HAVE YOU EVER ATTENDED OU?	IF YES, LAST OU CAMPUS ATTENDED	HAVE YOU EARNED A DEGREE AT OU?
<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Former OU ID Number _____	<input type="checkbox"/> Norman <input type="checkbox"/> Health Sci Center <input type="checkbox"/> Tulsa <input type="checkbox"/> Cont Educ <input type="checkbox"/> CESL From Mo/Yr _____ To Mo/Yr _____	<input type="checkbox"/> Yes <input type="checkbox"/> No If Yes, Degree _____ Date _____

PARENT/GRANDPARENT ALUMNI INFORMATION

IF YOUR PARENT(S) OR GRANDPARENT(S) GRADUATED FROM THE UNIVERSITY OF OKLAHOMA, PLEASE PROVIDE THE FOLLOWING INFORMATION:

Father/Grandfather:	Last Name	First Name	Middle Name	Date of Birth	Year Graduated
Mother/Grandmother:	Last Name	First Name	Middle Name	Date of Birth	Year Graduated

HIGH SCHOOL INFORMATION

Graduation Date: (MM/YY)	Name of High School	City	State	High school completed by Certificate of General Educational Development (GED)?	High School Code
				<input type="checkbox"/>	

OTHER COLLEGES OR UNIVERSITIES ATTENDED (include current or future enrollments as well as concurrent college enrollment while in high school)

If you have not attended any colleges, indicate "None" in the first space below. **New students** must list and provide official credentials from **ALL** colleges or universities attended prior to entering the University of Oklahoma, **including a current or anticipated enrollment**, if applicable. **Former students** must list all colleges or universities attended **including** the University of Oklahoma. Official credentials must be provided from all colleges or universities attended **since leaving** the University of Oklahoma. **Please include any current or anticipated enrollment**, if applicable. If you attend another institution after you have enrolled at OU, you must submit an official transcript from that school. **Failure to list any colleges as instructed will result in expulsion from the University.** All transcripts, test scores, correspondence or other materials submitted in conjunction with an application for admission become the permanent property of the University and will not be returned. Should you need copies of your transcripts for other purposes, you must obtain them from the originating institution(s). If space provided is insufficient, please list additional schools on a separate piece of paper. Please do not write in shaded area.

Code	Name of Institution	City and State	Start	End	Graduated or Will Graduate	Diploma or Degree	Level of Enrollment
			MO/YR	MO/YR	MO/YR		<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Law <input type="checkbox"/> ELS
			MO/YR	MO/YR	MO/YR		<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Law <input type="checkbox"/> ELS
			MO/YR	MO/YR	MO/YR		<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Law <input type="checkbox"/> ELS
			MO/YR	MO/YR	MO/YR		<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Law <input type="checkbox"/> ELS
			MO/YR	MO/YR	MO/YR		<input type="checkbox"/> Undergraduate <input type="checkbox"/> Graduate <input type="checkbox"/> Law <input type="checkbox"/> ELS

All undergraduate transfer students please check YES or NO: Will you have attempted 24 or more semester hours of COLLEGE-LEVEL (non-remedial) coursework prior to attending OU? _____ YES _____ NO Cube CCE-CLS (08-11)

Signature and Affirmation

LEGAL NAME				
Last Name	First Name	Middle Name	Suffix (Jr, Sr, II)	Preferred First Name

I understand that, subsequent to submitting this application, I have an affirmative obligation to report to the Office of Admissions at the University of Oklahoma: (1) any suspension or expulsion from any college or university for non-academic reasons within fifteen (15) days of such action becoming final; and/or (2) any felony conviction attributed to me within fifteen (15) days of such conviction being filed with the appropriate court clerk's office.

I affirm by my signature that I have furnished all information requested in this application. I understand that submitting any false information to the University, including but not limited to, false transcripts, test scores or any information contained on this form, or withholding information about my previous academic history will make my application for admission to the University, as well as any future applications, subject to denial, or will result in expulsion from the University. If I am accepted and enroll, I pledge to conduct myself with academic integrity and abide by the tenets of The University of Oklahoma's Integrity Pledge (www.ou.edu/honorcouncil/)

Applicant Signature: _____ Date _____
Unsigned applications will be returned to the applicant for signature and will delay further processing of the Application

NOTIFICATION TO STUDENTS: The University of Oklahoma reserves the right at all times to modify admission requirements and to discontinue, modify, or otherwise change its degree programs when it determines it is in the best interest of the University to do so.

The University of Oklahoma is committed to the goal of equal educational opportunities for students with disabilities. Requests for reasonable accommodation for disability-related needs should be submitted to the Disability Resource Center. Phone (405) 325-3852 or (405) 325-4173 (TTY), drc@ou.edu; www.drc.ou.edu.

THIS IS MANDATORY INFORMATION. Failure to complete this section will delay the processing of your application.

Have you ever been expelled from a high school?
 YES NO

Have you ever been expelled or suspended from a college or university as a result of a non-academic issue?
 YES NO

Are you currently under a felony indictment, have you ever been convicted of a felony, entered a plea of guilty or nolo contendere, received a suspended/deferred sentence to a felony charge, or have you ever had a protective order issued against you?
 YES NO

Are you or have you ever been a "prohibited person" within the meaning of 18 U.S.C.A. §922(g) who cannot possess a firearm?
 YES NO

If YES to any of the above questions, please write a description of the circumstances and submit it to the Office of Admissions with your application. Please include your full legal name, date of birth, and current mailing address. No decision will be made on your application until you provide this documentation.

MALS SUPPLEMENTAL APPLICATION FORM

The information you provide below will be helpful to the College's faculty and staff who work with you. The items seek information about your educational objectives, your previous educational experiences, and the learning resources available to you. All information provided will be within the provisions of Public Law 93-380 (Privacy Rights of Parents and Students).

Program: Select one of the following and enter the corresponding Major Code on page two of the OU Application.

- Administrative Leadership (Online) - Major Code: M003
- Prevention Science (Online) - Major Code: M793
- Interprofessional Human and Health Services (Online) - Major Code: M577
- Museum Studies (Online) - Major Code: M578

Please check the box below that best describes your situation. You can review the College's military and homeland security non-resident tuition waiver criteria on our website at:

http://www.ou.edu/content/dam/cls/documents/military_rate_info.pdf

- I am an Oklahoma resident, or I am an active duty service member/spouse stationed in Oklahoma.
- I am not an Oklahoma resident, but I believe I qualify for the military or homeland security tuition waiver.
- I am not an Oklahoma resident, and I do not believe I qualify for the military or homeland security tuition waiver.

*Note: receipt of the military or homeland security non-resident tuition waiver is contingent upon the submission of required documentation listed on the CLS website and verification of a student's eligibility.

1. Name: _____

Address: _____

City: _____ State: _____ Zip: _____

2. Soc. Sec. #: _____ 3. Birthdate: _____

4. Telephone (home): _____ Phone (work/cell): _____

5. Fax: _____ 6. E-Mail Address: _____

7. Marital Status: _____ 8. Ages of Children: _____

9. Your Present Occupation or Profession (optional): _____

10. Do you have (check boxes that apply):

Cable TV

DVD Player / VCR

Personal Computer

Internet Access

11. About how many books have you read in the past 12 months?: _____

List three books you have read in the past 12 months which were particularly enjoyable and meaningful for you:

Author

Title

12. List the magazines and periodicals you regularly read. In the blocks, check the three that you find most enjoyable or meaningful.

13. List in order of preference the programs you watch most frequently on television.

a. _____

d. _____

b. _____

e. _____

c. _____

f. _____

14. Mention your participation during the past two years in volunteer or community activities and organizations (such as church, school board, service clubs, study groups, professional groups, political groups, community action groups, etc.):

15. With three or four sentences, describe your most interesting or valuable learning experience other than high school, college, or job-related training:

16. Briefly tell about a concert, lecture, drama, movie or other presentation that greatly impressed you during the past year:

17. Briefly describe a visit you made within the last year or so to a museum, art gallery, exhibit or other cultural facility:

18. List those non-vocational, non-academic pursuits which give you a large degree of personal satisfaction (for example, sports, gardening, painting, community work, etc.):

19. During the past year, if you have attempted to learn more about something, or how to do something better, describe what you tried to learn and the steps you took to go about it:

20. In a short paragraph, describe your reasons for resuming/continuing your formal education at this time:

21. From your understanding at this point, how do the you think the Liberal Studies program will serve your needs?

22. How did you learn about the College of Liberal Studies?
