Master of Science
In Education

Admission Application

Nova Southeastern University
Enrollment Processing Services (EPS)
Fischler School of Education and Human Services (FSEHS)
3301 College Avenue
P.O. Box 299000
Fort Lauderdale, FL 33329-9905

Master of Science in Education
Admission Application

Thank you for applying to Nova Southeastern University's (NSU) Fischler School of Education and Human Services (FSEHS). Please read the pages that follow carefully and complete the application in its entirety. If you have any questions, please call 1-800-986-3223, ext. 28500.

APPLICATION INSTRUCTIONS AND PROGRAM ADMISSION REQUIREMENTS

1. Complete the admission application packet and submit a $50.00 non-refundable application fee (U.S. dollars) made payable to Nova Southeastern University. The admissions packet should be addressed to:

   Nova Southeastern University
   Enrollment Processing Services (EPS)
   ATTN: Fischler School of Education and Human Services
   3301 College Avenue
   P.O. Box 299000
   Fort Lauderdale, FL 33329-9905

2. Include with your application or send separately to the above address the following documents:

   a. Evidence of a valid temporary or professional teaching certificate/license (if applicable).

   b. Official transcripts from **all** previously attended academic institutions. An official transcript indicating conferral of a bachelor's degree from a regionally accredited institution is required. A minimum **2.5** cumulative grade point average (CGPA) is required for all students.

Applicants who do not meet the **2.5 CGPA** requirement must submit Graduate Record Exam (GRE) scores (a combined score of 1000 for the verbal and quantitative scales only). If the applicant does not meet the minimum **2.5 CGPA** or GRE score requirement, the applicant may enroll in a maximum of six (6) credit hours and must earn a grade of B or better in each course during the first term of enrollment for **conditional admission**. Students who do not earn a grade of B or better in each course will be subject to dismissal from the program.

   c. State of Nevada Enrollment Agreement (required for Nevada applicants only).

Applicants applying with a Temporary Teaching Certificate to a state of Florida Approved Program must provide:

- Evidence of student teaching experience, **or** supervised teaching internship, **or** have a minimum of two (2) years of full-time teaching experience in a K-12 school setting.
- GRE test score report (combined score of 1000 between the verbal and quantitative scales only). The GRE must have been taken within the past five (5) years.

  or

- College Level Academic Skills Test (CLAST) (taken prior to July 1, 2002), **or** Florida General Knowledge Skills (GKT).

Nevada applicants applying for Educational Leadership

- Must have a valid professional teaching certificate/license issued by the Nevada Department of Education (DOE) or any other recognized body. (The FSEHS Leadership Admission Review Committee will review certificates.)
- Must submit the State of Nevada Enrollment Agreement (located in this application packet).
- A minimum of two (2) years of teaching experience. (A verification letter must be submitted to the Admissions department provided by the applicant's school district.)

For Non-Native English Speakers

Applicants who have indicated a language other than English as their primary language on their application form will need to demonstrate English Language proficiency. This can only be done by submitting any one of the following:

- TOEFL score: 79
- IELTS score: 6.0
- SAT Verbal score: 480
- GMAT score: 450
- Academia 2 certificate from NSU's Language Institute
- High School diploma or GED issued in the U.S.
- College Level Freshman English course passed with a grade of C or better
- GRE score (Verbal & Quantitative): 1000

For International Applicants

Students taking classes in certain FSEHS international clusters may be exempt from submitting MAT, GRE, TOEFL, and IELTS scores. Please contact an FSEHS academic/enrollment services representative regarding requirements for your international cluster.

Alternative Admission Requirements

If you have earned a degree at a school that is not accredited by one of the regionally or internationally accrediting associations/universities, you must submit the following information and documentation to petition for admission into a FSEHS program at NSU.

Option One

1) Submit an admission application and include a $50.00 non-refundable application fee payment payable to NSU.

2) An official course-by-course evaluation **with cumulative GPA**, provided by an outside evaluation agency approved by the National Association of Credential Evaluation Services (NACES), available online at http://www.naces.org

    - If the evaluation is not favorable, (i.e., does not indicate equivalency to a bachelor or higher degree), applicants must complete the career portfolio.

Career Portfolio

The Career Portfolio is a compilation of evidence that documents the attainment of a level of knowledge, experience, and expertise. The Career Portfolio contains evidence that is appropriate for entry into a master's program in education. It is a collection of various artifacts used as evidence of acquisition of professional teaching skills, as defined in the Accomplished Practices. The portfolio is your property. It is your responsibility to ensure that the evidence is in accordance with the procedures stated in the portfolio guide that is available upon request from the FSEHS-Office of Academic Affairs.

All applicants who have not earned a bachelor's or master's degree from an accredited college or university must produce a portfolio prior to admission to the program. This portfolio must demonstrate academic and pedagogical growth appropriate for entry into all master's programs. Applicants applying to the Master of Science in education program must provide the type and amount of evidence as listed in the Career Portfolio Guide available at http://www.schoolofed.nova.edu/sso. *Applicants whose main job responsibilities are administrative in nature will modify their evidence to reflect the clientele they serve.*

Upon completion of the portfolio, send it to:

Attn: Dr. Sandra Trotman

Nova Southeastern University
Fischler School of Education and Human Services
Office of Student Services – Admissions Department
1750 NE 167th Street
North Miami Beach, FL 33162

Option Two

1) Submit an admission application and include a $50.00 non-refundable application fee payment payable to NSU.

2) Send an official evaluation directly to NSU at the address above from one of the following organizations:

   - The National Board of License for Teachers and Principals (NBL)

   - Continuing Teachers License from Merkos Linyonei Chinuch International Board of License (MERKOS)

3) Submit a $350.00 portfolio evaluation fee, payable to NSU.
4) Submit the Career Portfolio (refer to page 3 of this application).

OR

Option Three

1) Submit an admission application and include a $50.00 non-refundable application fee payment payable to NSU.

2) Send an official transcript from **one** of the following institutions directly to NSU.

- Binah Institute
- Brock University
- College of the Bahamas
- Dalhousie University
- GC Foster College of Physical Education
- Institute of Management and Production
- Jamaican Theological Seminary
- McMaster University
- Northern Caribbean University
- Talpiot College
- The University of Alberta
- The University of British Columbia
- The University of Guelph
- The University of Guyana
- The University of Ontario
- The University of Ottawa
- The University of Technology
- The University of Toronto
- The University of Victoria
- The University of Windsor
- The University of the West Indies (all campuses)
- York University

*Note: The institutions listed above are subject to change without prior notification

Master of Science in Education

Admission Requirements

Select **one** of the following student types that best describes your goal; admission requirements vary based on the student type selected. If you require assistance with your selection, please contact our offices at 800-986-3223, ext. 8500.

Student Type	Student Type Description	Specific Admission Criteria
Initial Certification Plan (ICP)	This applicant has no teaching certificate or license and wishes to earn teacher certification or licensure in a state approved program area. <u>Approved Program Specializations Available in Florida:</u> • Computer Science Education (K-12) • Educational Media (K-12) • Elementary Education (K-6) with ESOL Endorsement • Exceptional Student Education (K-12) with ESOL Endorsement • Pre-Kindergarten/Primary (Age 3 to Grade 3) with ESOL Endorsement <u>Approved Program Specializations Available in Nevada:</u> • Elementary Education (K-6) • Exceptional Student Education (Generalist) (K-12) • Pre-Kindergarten/Primary (Age 3 to Grade 3) • Secondary Education (6-12) The ICP student type is not available to applicants residing in states other than Florida and Nevada.	Florida applicants must provide evidence of passing scores for one of the following tests: • CLAST (taken prior to July 1, 2002), **or** • General Knowledge Skills Test (GKT), **or** • GRE (combined score of 1000 for the verbal and quantitative scales only) **or**, • Praxis I Nevada Applicants must provide evidence of passing scores for one of the following tests: • CBEST **or** • Praxis I
Master's Degree with Certification	**Florida applicants**: This plan leads to course-by-course certification. **Nevada applicants**: This plan is an approved endorsement. Applicants must have a valid professional teaching license for eligibility. Applicants residing in states other than Florida and Nevada should verify local or state requirements for the use of this program of study towards certification or licensure.	The applicant must provide evidence of a (valid or current) temporary or professional teaching certificate/license. Florida applicants entering with a temporary teaching certificate must provide evidence of: • Student teaching experience, or supervised teaching internship, or have a minimum of two (2) years of full-time teaching experience in a K-12 school setting. • CLAST (taken prior to July 1, 2002),**or** • General Knowledge Skills Test (GKT), **or** • GRE (combined score of 1000 for the verbal and quantitative scales only)

Master's Degree Only Not Intended to Lead to Certification	This plan is not designed to lead to initial certification or licensure. However, the applicant may wish to verify local or state requirements for the use of this program of study towards certification or licensure.	Refer to the Application Instructions and Admission Criteria section at the beginning of this application.
Online Cluster Format Master's Degree Only Not Intended to Lead to Certification	This plan is not designed to lead to initial certification or licensure. However, the applicant may wish to verify local or state requirements for the use of this program of study towards certification or licensure. These online specializations are available in a cluster format. Available Specializations: • Curriculum, Instruction and Technology • Educational Technology • Environmental Education • Teaching and Learning	Refer to the Application Instructions and Admission Criteria section at the beginning of this application.
Master's Degree with Certification in Educational Leadership State Approved Program for Florida and Nevada	Applicants residing in states other than Florida and Nevada should verify local or state requirements for the use of this program of study towards certification or licensure. NOTE TO NEVADA APPLICANTS: • Nevada applicants must provide a student enrollment agreement. • Nevada applicants must have a valid professional teaching license. • Nevada applicants must provide an official verification letter (demonstrating at least 2 years of teaching experience)	Refer to the Application Instructions and Admission Criteria section at the beginning of this application.
Florida and Nevada Endorsements	This option is available to applicants seeking an endorsement to add to the current Florida teaching certificate or Nevada professional teaching license. Applicants may select this option as non-degree seeking student **or** as a degree seeking student pursuing an additional specialization area. Applicants can complete a maximum of 18 credits within this category.	Refer to the Application Instructions and Admission Criteria section at the beginning of this application.
Non Degree Certification or Licensure Renewal	The non-degree option is available to applicants seeking recertification, professional development, or continuing education credit. Applicants can complete a maximum of 18 credits within this category.	Refer to the Application Instructions and Admission Criteria section at the beginning of this application.

Nova Southeastern University
Enrollment Processing Services (EPS)
ATTN: Fischler School of Education and Human Services
3301 College Avenue
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MASTER OF SCIENCE IN EDUCATION ADMISSION APPLICATION

Circle expected start term: Fall Winter Summer 20____

Instructional Locations

Nova Southeastern University is committed to providing quality education at times and locations convenient to students. The Fischler School of Education and Human Services offers graduate education courses at seven locations in Florida and Nevada.

Indicate your preferred instructional location _____ ❑ Online

(A list of specializations offered at each instructional location is available at the following Web site: http://www.schoolofed.nova.edu/gtep/info/locations.html.)

Social Security Number _____/_____/_____

Last name First Name M.I. Maiden Name

Legal/Permanent Address _____
Street

City State ZIP ( ) Home Telephone ( ) Business Telephone/Extension

Email Address _____ ( ) _____
Fax Number

Emergency Contact

Name Street Address

City State ZIP ( ) Home Telephone ( ) Business Telephone/Extension

Relationship

Please list colleges and universities attended. **You must provide official transcripts from ALL colleges and/or universities attended.** Your degree must be from a **regionally accredited** institution.

Complete Name of College/University	State	Date Started (Mo/Yr)	Date Ended (Mo/Yr)	Major Field	Degree Awarded (B.S., M.S.)	GPA

Do you plan to transfer graduate credits ❑ Yes ❑ No If yes, please use http://www.fgse.nova.edu/gtep/forms/req_xfer_cred.pdf

Primary Phone Number (_____) _____ _____
International Access Code (if applicable)

Permanent Phone Number (_____) _____ _____
International Access Code (if applicable)

Cell Phone Number (_____) _____ _____
International Access Code (if applicable)

Email Address _____

The University collects the following information primarily for purposes of identification and aggregate reporting. The questions and possible responses on Ethnicity and Race are written explicitly to comply with U.S. Department of Education reporting requirements. The collected information will not be used in any discriminatory manner.

Social Security Number _____

NSU ID# _____
(If known)

Birth Date _____
(mm/dd/yyyy)

Sex ☐ Female ☐ Male

Ethnicity

☐ Mexican ☐ Puerto Rican ☐ Other Hispanic or Latino ☐ Not Hispanic or Latino.

Race (If you identify yourself as being of more than one race, you may select multiple options.)

☐ American Indian or Alaska Native
☐ Asian Indian
☐ Filipino
☐ Japanese
☐ Korean
☐ Origins of Chinese
☐ Thai
☐ Other Asian Not Listed
☐ Black or African-American
☐ Native Hawaiian or Pacific Islander
☐

Citizenship

☐ U.S. Citizen
☐ Resident Alien
☐ Nonresident Alien
☐ Foreign (nonstudying in the U.S.)
☐ I decline to respond.

What is your nation of citizenship? _____

If you are an international student and will be studying at one of our U.S. locations, what will your Visa status be?

☐ Student Visa ☐ Dependent ☐ Other Visa Type _____
Indicate Visa Type

Is English your native language? ☐ Yes ☐ No If no, documentation of English literacy is required.

Military/Veterans Information

Are you a U.S. active-duty military service member? ☐ Yes ☐ No

Are you a spouse/dependent family member of a U.S. active-duty service member? ☐ Yes ☐ No

If "Yes" to either of the two questions above, what military branch of service is your affiliation? _____

What is the anticipated active-duty discharge date of the military service member? _____

Are you a U.S. military veteran? ☐ Yes ☐ No If a U.S. veteran, please indicate your veteran category.

☐ Vietnam Veteran ☐ Other Eligible Veteran ☐ Both Vietnam Veteran and Other Eligible Veteran

Are you eligible for veteran's benefits? ☐ Yes ☐ No If yes, under which law?

_____

Academic Goal

Select **one** of the following student types that best describes your goal. Admission requirements vary based on the student type selected; this is subject to the admission qualifications and specific criteria for the goal selected as explained for each student type.

If you require assistance with your selection, please contact our offices at 800-986-3223, ext. 28500.

Student Type	Specialization Areas
Initial Certification Plan (ICP) The ICP student type is designed for individuals seeking Initial Teacher Certification or Licensure in a Florida or Nevada approved program specialization. ICP is not available online.	<u>Approved Program specializations available in Florida</u> ❑ Computer Science Education (K-12) (A541) ❑ Educational Media (K-12) (A543) ❑ Elementary Education (K-6) with ESOL Endorsement (A509) ❑ Exceptional Student Education (K-12) with ESOL Endorsement (A516) ❑ Pre-Kindergarten and Primary (Age 3 to Grade 3) with ESOL Endorsement (A609) <u>Approved Program specializations available in Nevada</u> ❑ Elementary Education (A511) ❑ Exceptional Student Education (A515) (Special Education Generalist Licensure) ❑ Pre-Kindergarten/Primary (Age 3 to Grade 3) (A609) (Early Childhood Education Licensure) ❑ Secondary Education (A530)
Master's Degree with Certification Florida applicants: This plan leads to course-by-course certification. Nevada applicants: This plan leads to Nevada approved endorsements. Applicants residing in states other than Florida and Nevada should verify local or state requirements for the use of this program of study towards certification or licensure.	<u>Florida course-by-course certification</u> ❑ Computer Science Education (A541) ❑ Educational Media (A543) ❑ Elementary Education with ESOL endorsement (A509) ❑ English with ESOL Endorsement (A579) ❑ Exceptional Student Education (A515) ❑ Exceptional Student Education with ESOL endorsement (A515 & A660) ❑ Mathematics (A955) ❑ Middle Grade English with ESOL Endorsement (A580) ❑ Middle Grade Math Education (A582) ❑ Middle Grade Social Studies Education ❑ Pre-Kindergarten / Primary (Age 3 to Grade3) with ESOL endorsement (A609) ❑ Reading Education (A513) ❑ Social Studies ((A657) ❑ Spanish Language Education (A520) <u>Nevada approved endorsements</u> ❑ Computer Science Education (A541) - Computer-based Application, Computer Programming, and Concept, Skills and Basic Applications NV Endorsements ❑ Educational Media (A543) - School Library Media NV Endorsement ❑ Gifted Education (A527) - Gifted and Talented Education NV Endorsement ❑ Pre-Kindergarten / Primary (Age 3 to Grade3) (A609) - Early Childhood Education NV Endorsement ❑ Reading Education (A513) - Reading & Reading Specialist NV Endorsements ❑ Spanish Language Education with Bilingual NV Endorsement (A529) ❑ Teaching English as a Second Language (A660) – Bilingual, TESL and TESL/Bilingual NV Endorsements

Master's Degree Only This plan is not designed to lead to initial certification or licensure. However, the applicant may wish to verify local or state requirements for the use of this program of study towards certification or licensure.	❑ Athletic Administration (F899) ❑ Charter School Education/Leadership (F508) ❑ Computer Science Education (F541) ❑ Cognitive and Behavioral Disabilities (F581) *with* a concentration in: ❑ Emotional and Behavioral Disorders (F582) ❑ Learning Disabilities (F926) ❑ Developmental Disabilities (F583) ❑ Early Childhood Special Education (F533) ❑ Early Literacy Education (F506) ❑ Educational Media (F543) ❑ Elementary Education (F511) ❑ English Education (F652) ❑ Exceptional Student Education (F515) ❑ Exceptional Student Education & Reading (F612) ❑ Gifted Education (F527) ❑ Interdisciplinary Arts Education (F536) ❑ Management and Administration of Educational Programs (F504) ❑ Mathematics Education (F653) ❑ Multicultural Early Intervention (F574) ❑ Pre-Kindergarten/Primary (Age 3 to Grade 3) (F609) ❑ Pre-School Education (F526) ❑ Reading Education (F513) ❑ Reading/Teaching English to Speakers of other Languages(RESOL) (F611) ❑ Science Education (F656) ❑ Social Studies Education (F657) ❑ Spanish Language Education (F520) ❑ Teaching and Learning (F750) ❑ Teaching English to Speakers of Other Languages (F660) ❑ Teaching English as Foreign Languages (TEFL) (F907) ❑ Urban Studies Education (F550)
Master's Degree Online Cluster Format Only	These online specializations are available in an online cluster format only. For additional information visit the Web at: http://www.schoolofed.nova.edu/gtep/ngeonline/ ❑ Curriculum Instruction and Technology (F676) ❑ Educational Technology (F644) ❑ Environmental Education (F551) ❑ Teaching and Learning (F750)
Master's Degree with Certification in Educational Leadership	❑ Educational Leadership (A534) ▪ Florida Certification ▪ Nevada School Administrator Endorsement
Florida Academic Endorsement Coverages	❑ Autism (F555) ❑ Gifted Education (A527) (State Approved) ❑ Pre-Kindergarten Disabilities (A556) (State Approved) ❑ Reading (A513) (State Approved) ❑ Teaching English to Speakers of Other Languages (A660) (State Approved)
Nevada Endorsement	❑ Autism (A555)
Non Degree Certification or Licensure Renewal	❑ Non-Degree/Special Student (F524)

Teaching Certification/Licensure

State:_____ Expiration Date: _____

List Area(s) of Certification: _____

Certificate Type: ❑ Professional ❑ Temporary ❑ Statement of Eligibility

Current Employment

Position	School/Company	City/State	Date Employed From	Date Employed To

Declarations

Employment Statement of Understanding

I understand that I am responsible for gaining access to an educational setting related to my selected specialization in order to complete the Capstone, as applicable for degree completion requirements.

Initial here: _____

Certification/Licensure Waiver

I understand that the Master of Science in Education program does not guarantee certification or licensure at the local, regional, or state level. Students seeking certification/licensure should contact the Department of Education in the state in question to confirm certification or licensure requirements.

Initial here: _____

Please note the following statements:

1. I declare that the above information, to the best of my knowledge, is complete and accurate. I have read and understand the requirements, policies, and procedures stated in the catalog and student handbook. I agree to abide by all the rules and regulations of Fischler School of Education and Human Services at Nova Southeastern University.

2. I give Nova Southeastern University permission to publish and use any photos in which I appear that may be taken during class or other University activities.

3. I understand that all required official and final admission documents must be received within 90 days from the official start date of the term. If my documents are not received by the end of this 90 day period I understand the following will apply until my student status is changed to "fully admitted."

    a. Further attendance will be disallowed.
    b. Financial aid will not be disbursed.

Initial here: _____

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

Disclosure:

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 contendre (no contest);
- any offense where the records have been expunged or sealed;
- any conviction that you are currently appealing regardless of adjudication.

☐ Yes ☐ No

As a result of the conviction, are you currently incarcerated or will you be incarcerated upon or during your enrollment at NSU?

☐ Yes ☐ No

If the answer is YES to either question above, 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 _____

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.

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 _____

Nova Southeastern University
Enrollment Processing Services (EPS)
Attn: Fischler School of Education and Human Services
3301 College Avenue
P.O. Box 299000
Ft. Lauderdale, FL 33329-9905

Request for Official Transcript

Student: Complete both sections of this form. Mail to your former schools.

Please send to Nova Southeastern University an official transcript of my academic work while attending your institution. Return the form below to Nova Southeastern University.

A. I attended your school from _____ to _____

B. While in attendance, my name on your records was _____
Last First Middle/Maiden

C. My student identification number was _____

D. I am enclosing the fees (if any) required by your institution.

Thank you for your assistance.

Sincerely,

_____
Signature

Dear Alma Mater: Please return this form with the transcript. Thank you.

TRANSCRIPT TRANSMITTAL FORM

Soc. Sec. # _____/____/_____ **Date: _____**

Name _____
LAST FIRST MIDDLE/MAIDEN

Address _____
STREET

_____
City State ZIP

Please send copy to:

Nova Southeastern University
Enrollment Processing Services (EPS)
Attn: Fischler School of Education and Human Services
3301 College Avenue
P.O. Box 299000
Ft. Lauderdale, FL 33329-9905

NOVA SOUTHEASTERN UNIVERSITY STUDENT ENROLLMENT AGREEMENT

(required for Nevada applicants only)

Nova Southeastern University (NSU) has established specific policies, procedures and guidelines defining its relationship with its students. This student relationship is outlined in an enrollment agreement contained with the Application of Admission. It is a requirement that every student receives a copy of the enrollment agreement, signed by the student or his/her guardian and by an authorized representative of NSU. Please complete the form and submit with your Admission Application.

Name of Student_____ Telephone Numbers: (___)_____
(Last) (First) (Middle)

Address of Student _____ Business (___)_____
(Street)

_____
(City) (State) (Zip) (NSU ID Number)

Nova Southeastern University
Fischler School of Education and Human Services
1750 NE 167th Street
North Miami Beach, Florida 33162
(800) 986-3223, ext. 8500

Nova Southeastern University
Las Vegas Student Educational Center
8945 West Russell Road, Suite 170
Las Vegas, Nevada 89148
(702) 942-3450

Check Degree and/or Licensing/Endorsement areas that you are enrolled in:

____ Masters Degree
____ Educational Specialist Degree
____ Non-Degree Enrollment
____ Elementary
____ School Administrator
Other _____

Tuition Refund Policy based upon a 3-credit course:

100% refund if withdrawal in writing prior to first class meeting.

50% refund if withdrawal in writing prior to second class meeting.

25% refund if withdrawal in writing prior to fifth class meeting.

No refund will be made after the conclusion of the fifth class of a meeting.

TRANSFER OF CREDIT:

Transfer of graduate-level credits up to a maximum of six (6) semester hours from an accredited institution (with a grade of "A" or "B") may be allowed upon approval of the Dean of Academic Affairs. These credits must have been earned within the past five years, were not used as part of a completed degree and will be used in the overall total of 36 credits required for the M.S. or Ed.S. degree, but not toward the student's grade point average or candidacy requirement. No transfer of credit will be allowed for CUR 526, EDU 708, EDU 721, Capstone, Administrative Internship, Supervised Teacher Internship or Applied Professional Experience courses. Credits earned at Nova Southeastern University are transferable only at the discretion of the receiving school. Students who wish to transfer credit should contact the admissions office of the receiving school for information. Refer to the school's catalog for specific transfer of credit requirements.

I have reviewed the FSEHS catalog and I understand that the catalog is part of the student contract http://www.schoolofed.nova.edu/fgshome/fgscatalogs.htm

I HEREBY DECLARE THAT I HAVE READ AND UNDERSTOOD THE CONTENT WITHIN THIS STUDENT ENROLLMENT AGREEMENT.

_____ _____
Applicant's Signature Date Signature, NSU Representative Date