

Application for Admission Instructions

The application for admission is the first step in exploring the King's College community. We take the application process very seriously, as it allows the Office of Admission to become very familiar with the many talented men and women who seek admission to King's College. At King's, we look at the entire person when considering students for admission. Academic achievement, participation and leadership in school and community organizations are evaluated. While the paperwork is a necessary component, we also value the opportunity to meet our applicants in person. We strongly recommend scheduling a personal interview at your earliest convenience.

HIGH SCHOOL STUDENTS

- Complete the application in its entirety. Please be sure to either type or clearly print in ink.
- Sign the completed application at the bottom of the last page.
- Enclose the \$30 non-refundable application fee. Checks should be made payable to King's College.
- Complete the required personal statement and include it with your application.
- Complete the top section of the school report form and submit the form to your guidance counselor.
- Request the guidance office send your official high school transcript to King's College.
- Decide whether you will submit standardized test scores or a graded paper. A graded paper from either junior or senior year is required if you are not submitting standardized test scores. The graded paper must be the original paper with teacher comments and grade sent from your guidance counselor with the official school seal.
- Inquire from your guidance counselor about office specific procedures they use in the application process. Many will ask you to submit the application, fee and essay to their office, then they will send the entire application package. Others will ask you to submit your paperwork directly to us, and they will forward their appropriate documentation separately.
- Please submit any college/university transcript other than King's College indicating course work completed. (This transcript will be used for credit evaluation only.)

If you have any questions about the application procedures or anticipate difficulty in attaining the desired documentation, please contact the Office of Admission. In special cases we may choose to waive certain requirements and will process the application with available information.

PARENTS: (Required Financial Aid Application)

- Please complete the enclosed King's College financial aid application. The preferred filing date for this form is February 15, 2010.
- Please complete the Free Application for Federal Student Aid (FAFSA) after January 1, 2010. The preferred filing date for this form is February 15, 2010. The FAFSA will be available in both the high school guidance office and the college financial aid office in December 2009.
- The King's College Federal School Code is **003282**. (This code must be entered correctly on the FAFSA in order for King's College to receive access to your federal record.)
- Please report your social security number **accurately** on both the application for admission, financial aid application, and the FAFSA. **Copy it directly from your Social Security card.**

KING'S COLLEGE

Application for Admission

Office of Admission

133 North River Street, Wilkes-Barre, PA 18711

e-mail: admissions@kings.edu

www.kings.edu • (570) 208-5858 • 1-888-KINGS PA • FAX (570) 208-5971

PERSONAL DATA

Legal Name: _____
Last First Middle (complete) Jr., etc. Sex

Social Security number: _____ Date of birth: _____

Permanent home address: _____
Number and Street

_____ City or Town County State Zip Code

If different from the above, please give the mailing address for all admission correspondence:

Mailing address: _____
Number and Street

_____ City or Town County State Zip Code

Permanent home telephone: (_____) _____ Emergency telephone: (_____) _____
Area Code Number Area Code Number

E-mail address: _____ @ _____ Cellular telephone (if available): _____

CITIZENSHIP DATA

Citizen of the United States Yes No

Permanent Resident Yes No

Country of Citizenship _____

Student visa required Yes No

Indicate visa held currently _____

The following items are optional:

Religious preference: _____ Marital status: _____

First language, if other than English: _____ Language spoken at home: _____

Ethnic background? Check only one.

Are you Hispanic or Latino? Yes No

What is your racial background? Please check one or more.

American Indian or Alaska Native

Asian

Black or African-American

Native Hawaiian or Other Pacific Islander

White

ENROLLMENT DATA

Full-time

Part-time

Date of Entry:

First-year

Fall 20____

Spring 20 ____

Resident (live on campus)

Commuter (live w/parent or guardian)

MAJORS: Mark the first major you wish to pursue at King's as "1." If interested in a second major please indicate as "2."

THE WILLIAM G. MCGOWAN SCHOOL OF BUSINESS

- Accounting
- Business Administration
- Finance
- Human Resources Management
- International Business
- Marketing

COLLEGE OF ARTS AND SCIENCES

HUMANITIES AND SOCIAL SCIENCES

- Computers and Information Systems
- Criminal Justice
- Economics
- English - Literature
- English - Professional Writing
- Environmental Studies
- French
- History
- Mass Communications
- Philosophy
- Political Science
- Psychology
- Sociology
- Spanish
- Theatre
- Theology

EDUCATION

- Preschool-Grade 4
- Secondary Certification, with a major in _____.
- Special Education

SCIENCES

- Biology
- Chemistry
- Computer Science
- Environmental Science
- General Science
- Mathematics
- Neuroscience

ALLIED HEALTH

- Athletic Training Education Program
- Clinical Laboratory Science / Medical Technology
- Physician Assistant (Five-year master's degree)

If you are undecided about selecting any of the fields listed above, check one only:

- Undecided
- Undecided - Arts & Sciences
- Undecided - William G. McGowan School of Business

In addition to the major programs you indicated above, please mark any pre-professional programs and/or special concentrations in which you are interested.

PRE-PROFESSIONAL PROGRAMS

- Pre-Chiropractic
- Pre-Dentistry
- Pre-Law
- Pre-Medical
- Pre-Optometry
- Pre-Pharmacy
- Pre-Veterinary

SPECIAL CONCENTRATIONS

- Chemistry of Materials
- Ethics
- Forensic Studies
- Geography
- Latin American Studies
- Molecular Biology
- Physics
- Political Economy
- Statistics
- Women's Studies

I am also interested in: ROTC Army/Air Force (cooperative program with other colleges)

Please mark the top five factors that influenced your decision to apply to King's College (in order of priority 1 through 5, number 1 being the most important.)

- ____ Academic Program
- ____ Advice of Parents
- ____ Alumnus, Name _____
- ____ Athletics
- ____ Athletic Coach, Name _____
- ____ Campus Visit or Tour
- ____ Catholic College
- ____ Faculty Member, Name _____
- ____ Friend(s) who attend
- ____ High School Counselor Recommendation
- ____ King's Admission Rep., Name _____
- ____ King's College website
- ____ Near Home
- ____ Offer of Scholarship or Financial Aid
- ____ Radio and/or TV Commercial
- ____ Size of College
- ____ Viewbook/College Literature
- ____ Other _____

Do you plan to apply for financial aid? Yes No

Do you plan to file the Free Application for Federal Student Aid? (FAFSA) Yes No

Will you be applying for Tuition Exchange through an agreement between King's College and another institution?

Yes No If "yes" name of institution _____

EDUCATIONAL DATA

High school: _____ Date of entry: _____
Address: _____ ACT/CEEB code number: _____
City or Town State Zip Code
Date of graduation: _____ Guidance/College Counselor name: _____

TEST INFORMATION

At King’s, we look at the entire person when considering students for admission. Academic achievement as well as participation and leadership in school and community organizations are evaluated. We require applicants to submit SAT and/or ACT scores; or a graded paper from your junior or senior year. King’s College will accept SAT and/or ACT scores printed on your high school transcript.

Please check which requirement you will be submitting (only one):

SAT (Dates taken, or to be taken) _____ ACT (Dates taken, or to be taken) _____
OR

Graded paper - A graded paper from either junior or senior year is required. The graded paper must be the original paper with teacher comments and grade sent from your guidance counselor with the official school seal.

OPTIONAL TEST INFORMATION

Advanced Placement (A.P.) and International Baccalaureate Higher (I.B.H.) Examination results will be considered for possible credit.

Advanced Placement (A.P.) (List subjects taken and score on exam) _____

Advanced college credit (College/University) _____

Dates of attendance _____ # of credits completed _____

EXTRACURRICULAR ACTIVITIES, PERSONAL INTERESTS, COMMUNITY SERVICE, LEADERSHIP, WORK EXPERIENCE

List your principal extracurricular and community involvements, personal activities and hobbies, and work experiences. Be sure to include specific events and/or major accomplishments. **BE SURE TO INDICATE THOSE WHICH YOU PLAN TO PURSUE IN COLLEGE WITH AN ASTERISK (*)**. (Attach an extra sheet if needed.)

Activity	Grade level				Positions held, honors earned	Do you plan to participate in college?
	9	10	11	12		

If you work during the school year, how many work hours a week do you average? _____

ATHLETICS: If interested in any intercollegiate NCAA Division III athletic programs, be sure to indicate your intentions in the box indicated at the far right column. If interested strictly in intramural or recreational participation, you need not indicate collegiate participation in the right hand column.

Athletic Program	Grade level				Positions held, honors or letters earned	Do you plan to participate in college?
	9	10	11	12		

Student Athletes: Has our coaching staff been in contact with you? Yes No

FAMILY

Mother's full name: _____ Father's full name: _____

Is she living? Yes No _____ Is he living? Yes No _____

Home address if different from yours: _____ Home address if different from yours: _____

Street: _____ Street: _____

City: _____ State: _____ Zip: _____ City: _____ State: _____ Zip: _____

E-mail address: _____ E-mail address: _____

Occupation: _____ Occupation: _____

Name of business or organization: _____ Name of business or organization: _____

Street: _____ Street: _____

City: _____ State: _____ Zip: _____ City: _____ State: _____ Zip: _____

College: _____ College: _____

Degree recieved: _____ Degree recieved: _____

Please check if parents are married separated divorced other _____

If not with both parents, with whom do you make your permanent home? _____

Please give names and ages of your brothers and sisters. If they have attended college or currently attend list the names of the institutions.

List any relatives who have attended King's College. (Attach a separate sheet if necessary.)

Name	Relationship	Year of Graduation
_____	_____	_____
_____	_____	_____

PERSONAL STATEMENT (Choose one and provide on a separate sheet a minimum of a 250 word personal statement.)

1. Please comment on the aspects of your life which have led you to select your intended major and why you believe King's College will meet your educational expectations.
2. Indicate a person who has had significant influence on you and describe that influence.
3. Discuss the value and importance of community service in our society and describe the service projects in which you have been involved.

You may wish to provide ADDITIONAL writing samples. If so, you may choose to submit an example of your previous work, such as a paper submitted for a class or a sample of creative writing (several poems, or a short story.)

REQUIRED INFORMATION

Have you ever been placed on probation, suspended or dismissed from high school or college? Yes No

Have you ever been convicted of a misdemeanor, felony or other crime? Yes No

If you have answered yes to any of the above questions, please explain on a seperate piece of paper.

King's College reserves the right to conduct background checks on individuals applying for admission to the college.

I certify the information I have provided in this application is honest, factually represented and is my own work. If I misrepresent, fail to disclose or falsify information requested by the Office of Admission, I understand and agree my offer of admission may be rescinded.

Signature _____ Date _____

King's College does not discriminate on the basis of race, color, national origin, sex, age, or handicap in its programs, activities, or employment practices, as required by Title VI, Title IX, and Section 504. Questions should be directed to the Equal Opportunities Officer, 133 North River Street, Wilkes-Barre, PA 18711, or by calling (570) 208-5925.

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School Report

SECONDARY SCHOOL COUNSELOR EVALUATION

STUDENT SECTION:

After filling in the information below, please give this form to your guidance/college counselor.

Social Security number: _____

Student's name: _____
Last/Family First Middle (complete) Jr. etc.

Address: _____
Street City or Town State Zip Code

Current year courses. Please indicate if your school has block scheduling.

First Semester:

Second Semester:

SECONDARY SCHOOL GUIDANCE/COLLEGE COUNSELOR SECTION:

After completing the information below, use the back of this form to describe the applicant. The recommender may attach an additional page of comments OR a letter of recommendation written previously for the student.

H.S. graduation date: _____

This candidate ranks ____ in a class of ____ students and has a cumulative grade point average of ____ on a ____ scale.

The rank covers a period from _____ to _____. If a precise rank is not available, please
(mo./yr.) (mo./yr.)

indicate rank to the nearest tenth from the top. The rank is weighted _____ unweighted _____.

Percentage of graduating class attending: Four-year: _____ Two-year: _____ institutions.

In comparison to other college preparatory students at our school, the applicants' course selection is:

- most demanding very demanding demanding average less than demanding

Counselor's name (please print or type): _____

(signature)

Position: _____ School: _____

School address: _____ Date: _____

Office phone: (_____) _____ Office FAX: (_____) _____
area code number area code number

High School CEEB/ACT Code: _____

Please note: Attach applicant's official transcript, including courses in progress. Include, if available, a school profile and transcript legend. (Please check transcript copies for legibility.)

Please share any information you think is important about this student, including a description of academic and personal characteristics. We are particularly interested in the candidate's intellectual promise, motivation, relationship between ability and performance, integrity, initiative, leadership, special talents, and enthusiasm. We welcome information that will help us to better understand the talents of this student.

How long have you known the applicant? _____

Ratings (optional):

Compared to other students in his or her class, how do you rate this student in terms of:

	No Basis	Below Average	Average	Good (above average)	Very Good (well above average)	Excellent (top 10%)	One of the very best encountered in my career
Classroom Performance							
Extracurricular Accomplishments							
Strength of Character							
Potential of Success in College							

I recommend this student: With reservation Fairly strongly Strongly Enthusiastically

CONFIDENTIALITY STATEMENT:

King's College values your comments and asks that you complete this report in the knowledge that it may be retained in the student's file should the applicant matriculate at the college. In accordance with the Family Educational Rights and Privacy Act of 1974, matriculating students do have access to their permanent files which may include forms such as this one. We do not provide access to admission records to applicants, those students who are denied admission, or those students who decline our offer of admission. Again, your insights are important to us, and we thank you for your cooperation. King's College is committed to equal opportunity in the admission of students, the administration of its educational programs and activities, and for employees and applicants for employment without discrimination based on race, national or ethnic origin, religion, gender, marital status, sexual orientation, age or disability in accordance with applicable laws.

PERSONAL STATEMENT SHEET

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