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, 2012.
• Please complete the Free Application for Federal Student Aid (FAFSA) after January 1, 2012. The preferred filing date for this form is February 15, 2012. The FAFSA will be available in both the high school guidance office and the college financial aid office in December 2011.
• 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.
PERSONAL DATA
Legal Name: ____________________________________________

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<th>Last</th>
<th>First</th>
<th>Middle (complete)</th>
<th>Jr., etc.</th>
<th>Sex</th>
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</table>
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: (______) ________________

Cellular telephone: (______) ________________

Area Code

Number

Area Code

Number

E-mail address: __________________________

@ __________________________

Preferred name

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: ____________________________________________

OPTIONAL DATA

Religious preference: ____________________________________________

Marital status: __________________________

First language, if other than English: __________________________

Language spoken at home: __________________________

Ethnic background (Please 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 ❑ Human Resources Management ❑ Management
❑ Finance ❑ International Business ❑ Marketing

College of Arts and Sciences

Humanities and Social Sciences

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

Education

❑ Preschool-Grade 4 ❑ Secondary Certification, with a major in _______________________.
(Special Education Certification included) ❑ Special Education Certification (optional)

Sciences

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

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: ❑ Undecided

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

Special Concentrations

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

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 ____. Catholic College ____. Near Home
____ Advice of Parents ____. Faculty Member, Name ________________________________
____ Alumnus, Name ___________________ ____. Friend(s) who attend ______
____ Athletics ____. High School Counselor Recommendation ______
____ Athletic Coach, Name ____. King’s Admission Rep., Name ___________________
____ Campus Visit or Tour ____. King’s College website ______
____ Near Home ____. Offer of Scholarship or Financial Aid ______
____ Radios and/or TV Commercial ____. Radio and/or TV Commercial ______
____ Size of College ____. 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.)

<table>
<thead>
<tr>
<th>Activity</th>
<th>Grade level</th>
<th>Positions held, honors earned</th>
<th>Do you plan to participate in college?</th>
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<td>11</td>
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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.

<table>
<thead>
<tr>
<th>Athletic Program</th>
<th>Grade level</th>
<th>Positions held, honors or letters earned</th>
<th>Do you plan to participate in college?</th>
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</table>

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 received: ______________________________________ Degree received: ____________________________

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 separate 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.

(570) 208-5858 • 1-888-KINGS PA (546-4772) • e-mail: admissions@kings.edu • www.kings.edu
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 (mo./yr.) to (mo./yr.). If a precise rank is not available, please 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): ____________________________________________

Position: _____________________________ School: _____________________________

(signature)

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:

<table>
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<tr>
<th>No Basis</th>
<th>Below Average</th>
<th>Average</th>
<th>Good (above average)</th>
<th>Very Good (well above average)</th>
<th>Excellent (top 10%)</th>
<th>One of the very best encountered in my career</th>
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<td>Classroom Performance</td>
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<td>Extracurricular Accomplishments</td>
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<td>Strength of Character</td>
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<td>Potential of Success in College</td>
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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.
You may complete this form on the web at kings.edu

KING’S COLLEGE
2012-2013 Financial Aid Information

Office of Financial Aid
133 North River Street, Wilkes-Barre, PA 18711
(570) 208-5868 • 1-800-955-5777
e-mail: finaid@kings.edu


Student’s name ____________________________________________

Last  First  Middle

Address ___________________________________________________

Number and Street ___________________________________________

City _______________________________________________________

State ______________________________________________________

Zip Code __________________________________________________

E-mail Address _____________________________________________

Cell Phone ________________________________________________

Telephone _________________________________________________

Social Security number _____________________________________

Date of birth ________________ Have you ever been enrolled in another post-secondary institution?  ❑ Yes  ❑ No

Term and year

❑ Fall 2012 or ❑ Spring 2013

❑ First Year or ❑ Transfer

Parental Data

(Independent students, please provide spousal data if married.)

Father/Stepfather or Spouse

Name ______________________________________

Address ______________________________________

Social Security Number _______________________

E-mail address _______________________________

Mother/Stepmother or Spouse

Name ______________________________________

Address ______________________________________

Social Security Number _______________________

E-mail address _______________________________

List parents’ or applicants’ dependents including all children and other dependents you or your parents will support between July 1, 2012 - June 30, 2013. (Do not include parents enrolled in college.)

<table>
<thead>
<tr>
<th>Name</th>
<th>Age</th>
<th>School/College Attending in 2012-2013</th>
<th>Full/Part-time</th>
</tr>
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</table>
Student Information Section

Indicate housing status for 2012-2013

☐ Residence hall  ☐ Off-campus  ☐ Commuter

List off-campus address

Off-campus telephone number

What is your anticipated date of graduation from college?

Additional Sources of Financial Assistance

Please list any additional sources of financial assistance for which you have applied or will apply.
(Do not include awards from King's College)

<table>
<thead>
<tr>
<th>Source</th>
<th>Estimated Amount</th>
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</table>
| Miscellaneous scholarships                  | $_________________
|                                             | $_________________
|                                             | $_________________
| Office of Vocational Rehabilitation         | $_________________
| Employer benefits                           | $_________________
| Other sources                               | $_________________

- Are you entitled to receive Post 9/11 G.I. Bill (Chapter 33) Benefits?  ☐ Yes  ☐ No
  (For information on Veterans Benefits eligibility and/or application procedures, check www.gibill.va.gov)

- Do you want to be considered for Federal Work-Study?  ☐ Yes  ☐ No

- Indicate name(s) and expected graduation dates(s) of other siblings who will attend King's College in 2012-2013:

- Is your parent a full-time employee of King's College?  ☐ Yes  ☐ No  (Note: if Yes, you must still file the FAFSA.)
  If yes, print parent's name, department employed in and month/year employment began:

  (If parent is a King's employee, he/she must complete a Tuition Remission Form available from Human Resources.)

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

☐ Yes  ☐ No  If “yes” name of institution _________________________________

Certification Statement

I/we certify that the information supplied on this form is accurate and complete to the best of my/our knowledge. I/we agree to provide additional documentation if requested. I/we are aware that the presentation of inaccurate information will result in outright denial of aid by the College; and where state or federal funds are involved, is a violation of the law and can result in my indictment under the state or U.S. Criminal Codes.

_________________________________________  ________________  __________________________________
Student Applicant  Date  Student's Spouse

_________________________________________  ________________
Mother  Father

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.