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:

• Please complete the Free Application for Federal Student Aid (FAFSA) after January 1, 2013. The preferred filing date for this form is February 15, 2013. The FAFSA will be available in both the high school guidance office and the college financial aid office in December 2012.

• 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: (______) ____________________________ 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 ❑ Black or African-American
❑ Asian ❑ 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
- Finance

College of Arts and Sciences
Humanities and Social Sciences
- Computers and Information Systems
- Criminal Justice
- Economics
- English - Literature
- English - Professional Writing
- Environmental Studies

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

3+2 Engineering Dual Degree Program with the University of Notre Dame
- Chemistry
- Computer Science
- Physics

Sciences
- Biology
- Chemistry
- 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: ❑ Undeclared

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-Medical
- Pre-Optometry
- Pre-Veterinary

Special Concentrations
- Chemistry of Materials
- Geography
- French
- German
- Greek

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
❑ Faculty Member, Name ____________________________
❑ Offer of Scholarship or Financial Aid
❑ Offer of Scholarship or Financial Aid
❑ Near Home
❑ Advice of Parents
❑ Friend(s) who attend
❑ Radio and/or TV Commercial
❑ Athletics
❑ High School Counselor Recommendation
❑ Size of College
❑ Athletic Coach, Name ____________________________
❑ King’s Admission Rep., Name ______________________
❑ Viewbook/College Literature
❑ Campus Visit or Tour
❑ King’s College website
❑ 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: ______________________________ City or Town: __________________ State: __________ Zip Code: __________

ACT/CEEB code number: ______________

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) ___________________________

- [ ] 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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>9</td>
<td>10</td>
<td>11</td>
</tr>
</tbody>
</table>

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>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>9</td>
<td>10</td>
<td>11</td>
</tr>
</tbody>
</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 □ Other __________________________ Is he living? □ Yes □ No □ Other __________________________
Home address if different from yours: __________________ Home address if different from yours: __________________
Street: __________________________________________ Street: __________________________________________
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: ______
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