



**Graduate and professional schools:**

Name \_\_\_\_\_ Dates of Attendance \_\_\_\_\_ Degree and Date Received \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_

**Relevant Work Experience** If you are now working part-time or full-time, state

Employer's Name: \_\_\_\_\_

Address: \_\_\_\_\_ Dates Employed: \_\_\_\_\_

Title/Primary Responsibilities: \_\_\_\_\_

Business Telephone: \_\_\_\_\_ Average Hours Worked per Week: \_\_\_\_\_

List previous employment experience below, including nature of your work, name of employer, and approximate dates of employment.

Name and Address \_\_\_\_\_ Primary Responsibility \_\_\_\_\_ Dates Employed \_\_\_\_\_

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**For International Students**

English Proficiency: TOEFL: \_\_\_\_\_ IELTS: \_\_\_\_\_  
Score Score

**Recommendations**

Please list two individuals you will be contacting to provide recommendations.

1. Name: \_\_\_\_\_ School/Firm: \_\_\_\_\_

2. Name: \_\_\_\_\_ School/Firm: \_\_\_\_\_

\_\_\_\_\_  
Signature Date

**Checklist**

- \_\_\_\_\_ Have you filled out this form completely, enclosed your \$35 application fee, and signed it?
- \_\_\_\_\_ Have you sent your official transcripts?
- \_\_\_\_\_ Have you arranged for your two letters of recommendation to be sent?
- \_\_\_\_\_ If English is not your native language, have you taken the TOEFL or IELTS exam and had the score reported to King's?
- \_\_\_\_\_ Have you filled out and sent a Financial Verification Form?
- \_\_\_\_\_ Have you sent your one-page personal statement of purpose?
- \_\_\_\_\_ Have you enclosed a Professional Resume?

**Please return application to:**

**King's College Graduate Division  
133 N. River Street  
Wilkes-Barre, PA 18711**