
APPLICATION FOR ADMISSION
to
GRADUATE PROGRAM
in
CRIMINAL JUSTICE

Middle Tennessee State University
and
Tennessee State University



**Minimum Requirements for Admission Consideration
for the Master of Criminal Justice**

Each student must

- ❖ have a baccalaureate or post baccalaureate degree from an accredited college or university which offers undergraduate or graduate programs which are prerequisites for the Master of Criminal Justice degree.
 - ❖ have a minimum of eighteen (18) hours of work at the undergraduate level in criminal justice or an approved equivalent.
 - ❖ have official records from all colleges or universities previously attended sent to MTSU/TSU indicating the year or years in which the bachelor's or other degrees were awarded.
 - ❖ take the Miller Analogies Test or the Graduate Record Examination and achieve acceptable scores as prescribed by TSU and MTSU.
 - ❖ have at least a 2.50 quality point average (on a 4.00 system of grading) for unconditional admission.
-

PROGRAM INSTRUCTIONS

Applicants for the Master of Criminal Justice joint program may apply for **admission to the program** at either Middle Tennessee State University or Tennessee State University. In order to facilitate the admission process, students should **make the formal application for admission to the program at only one institution**. The institution to which you apply will be called your home institution. The application fee, official college transcripts, official test scores, reference letters, and all other pertinent information should be sent to the home institution. After the home institution has collected all materials and reviewed them, the home institution will retain copies and forward the originals to the other institution for review.

Application for Admission or Re-admission

Complete each item. Failure to provide sufficient information will result in a delay in the processing of the application.

All forms, inquiries, and correspondence regarding admission or re-admission to the Master of Criminal Justice joint degree program should be delivered to either (1) Dean of Graduate School, Tennessee State University, 3500 John A. Merritt Blvd., Nashville, TN 37209, or (2) Graduate Office, Middle Tennessee State University, Cope Administration Building Room 114, Murfreesboro, TN 37132.

To be considered for admission, all application materials must be submitted by:

June 15 - Fall Term

November 1 - Spring Term

April 15 - Summer Term

Application Fee

A non-refundable application fee of \$25 must be submitted with the application for admission. For non-U.S. citizens, the fee is \$30. This fee is payable to the institution at which the student is making application. Re-enrollees are not required to pay a fee.

College Transcripts

Former students of TSU and MTSU should request that one (1) copy of their official records be sent to the institution to which they seek admission. Students from other colleges and universities should request that the registrar of each institution attended send one (1) copy of their official record to the institution to which they seek admission.

Graduate Record Examination or Miller Analogies Test

The applicant should request GRE or MAT scores be sent by the appropriate testing service to the institution to which the student seeks admission.

Social Security Number

The number is required for identification purposes. If you do not have a social security number, obtain one from your Social Security Office before submitting this application. (This requirement does not apply to international students.)

International Students

Evidence of English proficiency is required. Official results of the Test of English as a Foreign Language (TOEFL) should be sent to the home institution by ETS as a part of your application.

Applicants must certify that financial arrangements for support have been made.

Student Load

A graduate student may not enroll in more than twelve (12) hours in any given semester. This limitation applies to Criminal Justice graduate students who may be simultaneously enrolled at both TSU and MTSU. Any student exceeding the hours per semester limit will be dropped from a course or courses to the twelve-hour level. A student may, on rare occasions, be given permission for an overload, but the proper overload form must be executed before courses begin and under no circumstances will the overload exceed three hours, or a total of fifteen hours.



MASTER OF CRIMINAL JUSTICE

APPLICATION FOR ADMISSION

Middle Tennessee State University and Tennessee State University

PLEASE PRINT OR TYPE

Should you be classified out-of-state when your application is processed, the University reserves the right to reassess fees.

SOCIAL SECURITY NUMBER

- -

FULL LEGAL NAME

Last _____ First _____ Middle _____ Maiden _____

PERMANENT HOME ADDRESS

Home phone (ac) _____ Business phone _____

No. and Street _____ Apt. # _____ County _____

City _____ State _____ Zip _____ Country _____

PRESENT MAILING ADDRESS

No. and Street _____ Apt. # _____ County _____ Phone (ac) _____

City _____ State _____ Zip _____ Country _____

SPOUSE, PARENTS, GUARDIAN, NEXT OF KIN (to notify in case of emergency)

Relationship _____

Name (last) _____ (first) _____ (middle) _____

Address

No. and Street _____ Apt. # _____ County _____ Phone (ac) _____

City _____ State _____ Zip _____ Country _____

DATE OF BIRTH

PLACE OF BIRTH Country _____

Month _____ Day _____ Year _____ City _____ State _____

Effective July 1, 1998, the State of Tennessee requires students entering colleges, universities, and technical institutes with enrollment of greater than 200 students to provide proof of two (2) doses of measles, mumps, and rubella (MMR) vaccine on or after the first birthday, or proof of immunity to measles if date of birth is 1957 or after. Students will not be allowed to register for classes until an acceptable form is on file in the Student Health Services Office. More information can be obtained by contacting McFarland Health Services, (615) 898-2988.

GENDER: Male Female

CHECK ONE: Ethnicity: Asian or Pacific Islander Native American Alaskan Native Other
 Black/African American, not of Hispanic origin Hispanic White, not of Hispanic origin

All male citizens of the United States of America born in 1960 or thereafter must have registered with the Selective Service System prior to registering for classes at MTSU. This requirement does not apply to veterans and others exempt by federal law. Indicate whether or not you have registered. Yes No Exempt

CHECK ONE: U.S. Citizen Foreign Citizen, permanent U.S. resident or Foreign Citizen, non-immigrant

If non-U.S. resident, in what country do you hold citizenship? _____ What type visa do you hold? _____

All visa holders living in the U.S. must provide a U.S. mailing address _____

Type of Admission: First-time MTSU graduate student Re-enrolling MTSU graduate student

Indicate when you plan to enter MTSU/TSU. Year _____ Fall Spring Summer

GRE: Date of test (mo./yr.) _____ Verbal Score _____ % _____ Quantitative Score _____ % _____ Subject Score _____ % _____

MAT: Score _____ % _____ TOEFL _____

INDICATE ANY FULL-TIME EMPLOYMENT YOU HAVE HAD IN THE PAST THREE YEARS.

If you need additional space, attach a separate sheet.

Occupation

Employer

Location

Dates

Have you lived in Tennessee continuously for the past 12 months? Yes No

If yes, where? City _____ County _____ Zip _____

Have you attended a state-supported college or university in Tennessee within the past year? Yes No

If yes, were you classified as in-state for fee-paying purposes? Yes No

LIST ALL COLLEGES, UNIVERSITIES, ESL, AND KAPLAN PROGRAMS ATTENDED (INCLUDING MTSU/TSU). OFFICIAL TRANSCRIPTS FROM ALL PREVIOUS INSTITUTIONS (INCLUDING BUSINESS AND TECHNICAL SCHOOLS) MUST BE MAILED DIRECTLY FROM THE INSTITUTION TO MTSU/TSU. FAILURE TO DO SO WILL VOID APPLICATION.

NAME AND LOCATION
OF INSTITUTION

DEGREE
EARNED

DATE
DEG. TO BE
CONFERRED

DATES
ATTENDED
(Mo.,Yr.)

NAME UNDER WHICH
TRANSCRIPT WILL BE ISSUED

To Be Completed By ALL Applicants

I understand that withholding information requested in this application or giving false information may make me ineligible for admission to or continuation in the Middle Tennessee State University and Tennessee State University joint graduate program. With this in mind, I certify that the above statements are correct.

Signature _____ Date _____

To Be Completed By Applicants Who Are Not U.S. Citizens

Please indicate your home institution: MTSU TSU

My signature below certifies that I have made financial arrangements to receive at least \$300.00 per month to meet all my expenses while enrolled in Middle Tennessee State University and Tennessee State University joint graduate program.

Signature _____ Date _____

FOR UNIVERSITY USE ONLY:

Middle Tennessee State University

Admit Conditionally Admit Do Not Admit Program Director _____ Date _____

Graduate Dean _____ Date _____

Tennessee State University

Admit Conditionally Admit Do Not Admit Program Director _____ Date _____

Graduate Dean _____ Date _____

Comments/conditions _____

Official Use Only:

Major code _____ Application term _____

Concentration code _____ Tenn. reg. type _____

Apply class _____ Admit type _____

Requirement rule _____ Residency _____

Date application entered _____ Date application routed to department _____