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## GENERAL INFORMATION

We are pleased that you have expressed interest in Southern Illinois University Edwardsville. This material provides information about applying for admission to the Doctor of Education in Educational Leadership program.

**International Applicants:** If you hold or require a non-immigrant visa, do not complete this application. Request international application material from the Office of Admissions, Box 1047, SIUE, Edwardsville, IL 62026-1047, fax (618) 650-3618, phone (618) 650-3770, or email [intladm@siue.edu](mailto:intladm@siue.edu); or apply and online at [siue.edu/apply](http://siue.edu/apply).

**File Completion Deadline:** February 1, 2012, for priority review; will continue on a rolling basis.

**For More Information,** contact the School of Education Department of Educational Leadership at (618) 650-3288.

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## APPLICATION FEE

There is a \$30 application fee for all new unclassified graduate applicants and for returning applicants who have not attended SIUE for nine consecutive terms. Applications received without the fee will not be processed. This fee is non-refundable. Payment should be made in U.S. dollars by check or money order payable to SIUE. Payment may also be made online by credit card at [www.siue.edu/bursar](http://www.siue.edu/bursar).

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## PROVIDING ACADEMIC CREDENTIALS AND MATERIALS

Applicants must direct all credentials and application materials to: Office of Admissions, Box 1047, SIUE, Edwardsville, IL 62026-1047.

Completed applications must include the following:

1. Graduate School Application
2. Baccalaureate and post-baccalaureate transcripts (except those granted by SIUE)
3. Official scores on the Graduate Record Exam (GRE) within the past five years ([www.ets.org/gre/](http://www.ets.org/gre/)) (SIUE CEEB code: 001759)
4. Current resumé that clearly indicates:
  - educational background;
  - diversity of P-12 work experience;
  - progression of P-12 leadership experiences.
5. Narrative response to specific questions: [www.siue.edu/education/edld/edd/pdf/application\\_narrative.pdf](http://www.siue.edu/education/edld/edd/pdf/application_narrative.pdf)
6. Three letters of reference from administrators or supervisors who have first-hand knowledge of your professional work ([www.siue.edu/education/edld/edd/pdf/Letter\\_of\\_Reference.pdf](http://www.siue.edu/education/edld/edd/pdf/Letter_of_Reference.pdf)). Letters must address:
  - nature of the relationship with the applicant (at least one person is a current or past supervisor);
  - leadership experience (from first-hand experience);
  - ability to work collaboratively;
  - ability to affect schools to improve student learning;
  - oral and written communication skills;
  - potential to become a transformative educational leader.
7. Copy of administrative certificate(s)

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## FINANCIAL SUPPORT INFORMATION

**Student Employment, Loans, and Grants:** Graduate students may be eligible for student employment and for loans or grants to support their studies. For information, contact the Student Financial Aid Office at (618) 650-3880, or at [siue.edu/financialaid](http://siue.edu/financialaid), or direct requests to campus Box 1060, SIUE, Edwardsville, IL 62026-1060.

SIUE is committed to student privacy and confidentiality of information. Although submitting your Social Security number is voluntary, it is recommended because the Social Security number expedites matching of credentials for admission review and processing. It also is required of those students applying for financial aid. SIUE also needs your Social Security number in order to furnish Form 1098T, Tuition Payments Statement, used to claim an income tax credit for the Hope and Lifetime Learning Education Credits.

Southern Illinois University Edwardsville is committed to equal educational and employment opportunity and affirmative action. SIUE administers its academic programs without regard to race, ethnicity, color, sex, creed or religion, national origin, age, handicap, veterans' status or other proscribed categories. Affirmative action is taken as appropriate. In addition, it is the policy of SIUE to make every reasonable effort to accommodate individuals with special needs.

The University complies in letter and spirit with federal and state legislation, which includes, but is not limited to, Titles VI and VII of the Civil Rights Act of 1964, Executive Order 11246, the Equal Pay Act of 1963, the Age Discrimination in Employment Act of 1967, Title IX of the Education Amendments Act of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Vietnam Era Veterans' Readjustment Assistance Act of 1974, Titles VII and VIII of the Public Health Service Act, and the Illinois Human Rights Act and related state laws. Inquiries regarding equal opportunity and affirmative action in admission and administration should be directed to the Office of the Provost and Vice Chancellor for Academic Affairs.

In accordance with Illinois State law, the SIUE Police Department shall disclose the name, address, date of birth, place of employment, school attended, and offense of adjudication of all sex offenders required under Section 3 of the Sex Offender Registration Act [730 ILCS 150/3] upon request. Please contact the SIUE Police Department for all questions and/or inquiries.

The SIUE ANNUAL SECURITY REPORT is available online at [www.siu.edu/securityreport/](http://www.siu.edu/securityreport/). The report contains campus safety and security information and crime statistics for the past three calendar years. This report is published in compliance with federal law, titled the "Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act." You also may access this report through the SIUE Home Page: [www.siu.edu](http://www.siu.edu). For those without computer access, a paper copy of the report may be obtained from: Office of the Vice Chancellor for Administration, Rendleman Hall, Room 2228, 618-650-2536.

## **Disclosure**

Southern Illinois University Edwardsville is an equal opportunity employer and will not discriminate against any person on the basis of race, religion, national origin or sex in violation of Title VII.

Southern Illinois University Edwardsville prohibits discrimination against employees, applicants for employment and students on the basis of age, color, disability, marital status, national origin, race, religion, sex, sexual orientation, or veteran's status.

**Southern Illinois University Edwardsville**  
**Education Doctorate Admissions Application**

Send application and fee to: SIUE Application Processing, Office of Admissions, Box 1047, SIUE, Edwardsville, IL 62026-1047  
Phone (618) 650-3770, Fax (618) 650-2081

1. Social Security Number\* \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
(See explanation)

2. Date of Birth \_\_\_\_\_ month / day / year

3. Name \_\_\_\_\_  
Last Name First Name Middle

4. Other name(s) under which credentials may be received \_\_\_\_\_

5. Permanent Address \_\_\_\_\_  
Street Address City  
County State ZIP Code Telephone

6. Mailing Address (if different from Permanent) \_\_\_\_\_  
Street Address City  
County State ZIP Code Telephone

7. Work Telephone \_\_\_\_\_ 8. Email Address \_\_\_\_\_

9. Please answer the following questions to assist SIUE's efforts to comply with civil rights legislation and mandatory reporting to federal and state agencies. *Your responses to the following questions will NOT affect your admission decision.*

**Do you consider yourself Hispanic or Latino?** (*Hispanic or Latino means a person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.*)

- Yes, I am Hispanic or Latino.
- No, I am not Hispanic or Latino.

**In addition, please select one or more of the following racial categories that describe you:**

- American Indian or Alaska Native** – A person having origins in any of the original peoples of North and South America (including Central America), and who maintains tribal affiliation or community attachment
- Asian** – A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam.
- Black or African American** – A person having origins in any of the black racial groups of Africa. Terms such as "Haitian" or "Negro" can be used in addition to "Black or African American."
- Native Hawaiian or Other Pacific Islander** – A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.
- White** – A person having origins in any of the original peoples of Europe, the Middle East, or North Africa. (All definitions from: [nces.ed.gov/statprog/2002/std1\\_5.asp](http://nces.ed.gov/statprog/2002/std1_5.asp))

10. Have you served or are you serving on active duty with the armed services? \_\_\_\_ Yes \_\_\_\_ No

11. Have you ever been convicted of or are you under current indictment for a felony? \_\_\_\_ Yes \_\_\_\_ No  
(If you answered yes, see certification statement for information and instructions.)

12. Are you a U.S. Citizen? \_\_\_\_ Yes \_\_\_\_ No

If no, are you a permanent resident immigrant in the U.S.? \_\_\_\_ Yes \_\_\_\_ No Alien Registration Number \_\_\_\_\_  
[Permanent Residents must provide a copy (both sides) of their Alien Registration Receipt Card #I-551 for review]

13. Are you an Illinois Resident? \_\_\_\_ Yes \_\_\_\_ No

If yes, state length of time as a continuous Illinois resident: \_\_\_\_\_ Years \_\_\_\_\_ Months

14. Term and year for which you are applying: \_\_\_\_ Summer Year \_\_\_\_\_

(continued)

## Academic History

15. All applicants must complete this section. List all institutions attended, including SIUE, in chronological order using the complete name of the school. It is extremely important that we have your complete academic history, including the dates of attendance and the degree(s) earned or expected. Missing information will delay the review of your application.

### Baccalaureate Degrees

Name of School (No Abbreviations)	City, State and Country (if not U.S.)	From Mo/Yr	To Mo/Yr	Name of Degree Earned or Expected	Date Degree Conferred or Expected

### Post-Baccalaureate Degrees

Name of School (No Abbreviations)	City, State and Country (if not U.S.)	From Mo/Yr	To Mo/Yr	Name of Degree Earned or Expected	Date Degree Conferred or Expected

## Certification

16. This certification must be signed and dated by the applicant before action can be taken on this application. Southern Illinois University Edwardsville is committed to maintaining a safe environment for all members of the University community. The University requires applicants who are under current indictment or have been convicted of a crime (other than a routine traffic offense or in a juvenile proceeding) to disclose this information as a mandatory step in the application process. A previous conviction or current indictment does not automatically bar admission to the University, but does require review. Complete information must be sent by Certified Mail at the time of application for admission to: Southern Illinois University Edwardsville, Office of Admission Review Committee; Campus Box 1600, Edwardsville, IL 62026. Applicants are responsible for verifying receipt by the University and for maintaining a copy of the receipt certifying submission. Information to be submitted includes: a brief explanation, a location (city, state, country) of conviction or current indictment, dates and court disposition. This statement must also include a grant of permission to the University for complete access to criminal records, if any. For further information on this requirement, call 618-650-3705.

I understand that withholding information requested on this application or giving false information may make me ineligible for admission to the University or subject to dismissal. I certify that the statements I have made on this application are correct and complete.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date

Please indicate method of application fee payment:

\_\_\_\_\_ Check or money order enclosed with application

\_\_\_\_\_ Web payment