

FOR OFFICE USE ONLY

Program _____ Term _____

**APPLICATION FOR GRADUATE ADMISSION**

This application is your representation to the faculty and staff at Lawrence Technological University. To assure its expedient handling, please answer all questions carefully and completely. Please print legibly in ink or type. **To apply online, visit ltu.edu/futurestudents/apply.asp.**

Note: Doctoral program applicants must complete the Application for Doctoral Admission.

To complete the application process, send the following items to the Lawrence Technological University Office of Admissions:

All Applicants

- This completed application.
- \$50 nonrefundable application fee. Lawrence Tech graduates are exempt from this fee.
- Official transcripts from ALL colleges attended sent directly from the issuing institutions.
- A comprehensive, professional resume of your background.
- Any additional program specific requirements.

International Applicants (in addition to the requirements for all applicants)

- Evidence of English proficiency (TOEFL).
- Affidavit of support if I-20 is requested.
- Course-by-course WES evaluation of your official college transcripts (see wes.org) if requested by the Office of Admissions. The College of Architecture and Design requires a WES evaluation for all applications originating from institutions with which the college has no course articulation agreement.
- Visa transfer form if transferring from another college or university in the United States.

PERSONAL INFORMATION

Name Mr.
Ms.

First _____

Middle Initial _____

Last _____

Maiden, or other last name by which you have been known _____

 Male Female

Email _____

Address

Number _____

Street _____

City _____

County _____

State _____

Zip Code _____

Country _____

Telephone Number _____

Cell Phone _____

Employer Name and Address

Number _____

Street _____

City _____

County _____

State _____

Zip Code _____

Country _____

Telephone Number _____

Social Security Number _____ **Date of Birth** Month _____ Day _____ Year _____

Are you a citizen of the United States of America? Yes No If no, please provide the information requested in the box below.

International Students *Note: This section must be completed before your application can be processed.*

Visa Type _____ A-Number _____ Date of Entry _____

Country of Citizenship _____ City and Country of Birth _____

Name of American consulate where you will apply for your visa _____

Consulate Contact Name _____ Consulate Email _____

Home Country Address _____
Number _____ Street _____ City _____

State/Province _____ Country _____ Postal Code _____

Have you ever applied to Lawrence Tech? Yes No If yes, when _____

Are you presently attending or have you previously attended Lawrence Tech? Yes No If yes, Lawrence Tech Student ID No. _____

Do you plan to live in Lawrence Tech housing? Yes No If yes, submit the University Housing Application and Contract found at ltu.edu/housing/forms.asp.

Racial Background. This information must be reported to the U.S. Office for Civil Rights by institutions of higher education under Title VI of the Civil Rights Act of 1964 and Title IX of the Education Amendments of 1972. The following items are optional and are not used in application decisions.

Are you Hispanic or Latino (including Spain)? Yes No

Regardless of your answer to the previous question, please check all of the following groups you consider yourself to be a member:

- American Indian or Alaska Native (including all Original Peoples of the Americas) Native Hawaiian or Other Pacific Islander (Original Peoples)
 Asian (including Indian subcontinent and Philippines) White (including Middle Eastern)
 Black or African American (including Africa and Caribbean)

ACADEMIC BACKGROUND

List in chronological order, with most recent first, all colleges and universities that you have attended or are now attending. Failure to list a college or university you have attended, even if you withdrew from classes, may invalidate your acceptance and result in the loss of any credits earned at Lawrence Tech. If you are attending or have attended Lawrence Tech, include dates attended.

Name, State, and/or Country	Month/Year	Month/Year	Program	Hours/Degree Completed	GPA
TO					
Name, State, and/or Country	Month/Year	Month/Year	Program	Hours/Degree Completed	GPA
TO					
Name, State, and/or Country	Month/Year	Month/Year	Program	Hours/Degree Completed	GPA

PROGRAM (Check the program in which you wish to enroll.)

Architecture and Design

- Master of Architecture*
- Master of Architecture, Post-Professional
- Master of Architecture 3+
- Master of Interior Design*
- Master of Interior Design 3+
- Master of Urban Design
- Certificate in Architectural Management (online only)
- Certificate in Critical Studies in Architecture
- Certificate in Sustainable Architecture
- Certificate in Transportation Design
- Certificate in Urban Design

Engineering

- Master of Civil Engineering
- Master of Construction Engineering Management
- Master of Engineering in Manufacturing Systems
- Master of Engineering Management*
- Master of Science in Automotive Engineering
- Master of Science in Civil Engineering (thesis option)
- Master of Science in Mechanical Engineering
- Master of Science in Mechatronic Systems Engineering
- Master of Science in Electrical and Computer Engineering
- Certificate in Aeronautical Engineering
- Certificate in Electrical Power Systems
- Certificate in Energy and Environmental Management
- Certificate in Energy Engineering
- Certificate in Manufacturing Systems
- Certificate in Manufacturing Systems for the Defense Industry
- Certificate in Telecommunications Engineering

Arts and Sciences

- Master of Educational Technology*
- Master of Science in Computer Science
- Master of Science Education
- Master of Science in Technical and Professional Communication
- Certificate in Bioinformatics
- Certificate in Instructional Systems Design and Presentation
- Certificate in Instructional Technology
- Certificate in Robotics Education
- Certificate in Technical and Professional Communication
- Certificate in Workplace Technology

Management

- Master of Business Administration*
- Master of Business Administration/Global Leadership and Management Dual Degree
- Master of Business Administration International
- Master of Science in Information Systems
- Certificate in Information Assurance Management
- Certificate in Nonprofit Management and Leadership*
- Certificate in Project Management*

Other _____

***Also offered online**

Location

- I plan to take classes at:
- Petoskey
 - Southfield Campus
 - Traverse City
 - Online
 - Vancouver
 - Chrysler Jeep and Truck
 - Warren
 - Lansing University Center
 - Other _____

Desired Semester of Entry

Fall (Aug.)/Year ____ Spring (Jan.)/Year ____ Summer (May)/Year ____

Are you interested in a dual degree? Yes No

If yes, which ones? _____

PROGRAM SPECIFIC REQUIREMENTS

Architecture and Interior Design Applicants, except for 3+ candidates, who need only to complete No. 2:

1. Submit three letters of reference:
 - a. Architecture: One from a practicing architect (NOT a Lawrence Tech faculty member)
 - Interior Design: One from a practicing interior designer (NOT a Lawrence Tech faculty member)
 - b. One from a faculty member employed by a North American college or university school of architecture or interior design who is familiar with your professional competency and promise (NOT a member of the Graduate Admissions Committee)
 - c. One personal reference (preferably an immediate supervisor at your current place of employment)
2. Submit a comprehensive professional portfolio for faculty review (portfolio requirements can be found at ltu.edu/architecture_and_design/architecture/portfolio.asp).
3. Submit a comprehensive one-page essay describing your personal and professional achievements within the last five years. Describe how you envision a graduate/professional degree helping you reach your goals.

Engineering Applicants:

1. Submit three letters of recommendation.
2. Submit a statement of purpose (one page or less) that includes your personal and professional achievements within the last five years. (Individuals applying to the Certificate in Manufacturing Systems program need to supply only TWO letters of recommendation.)

Science Education and Educational Technology Applicants:

1. Submit a resume that includes a list of extracurricular activities.
2. Submit the names of three references with contact information.
3. Contact the Master of Science Education or Educational Technology director for a phone interview (248.204.3600).

Technical and Professional Communication Applicants:

1. Submit three letters of reference, including one from either a professor or a corporate supervisor who has known you during the past three years and is familiar with your professional promise.
2. Submit one or more writing samples that demonstrate your skills in either technical or professional communication.
3. Schedule and attend an interview with the Technical and Professional Communication director (248.204.3656).

ADDITIONAL SUPPORTING INFORMATION

How did you first hear about Lawrence Tech? (Check one.)

- Web search College fair H.S. counselor Newspaper ad Radio ad Current or former Lawrence Tech student Recruiter at your school
 Admissions brochure TV ad Video Friend Alumni Parent Other _____

LAWRENCE TECH ALUMNI ASSOCIATION LEGACY ENDOWED SCHOLARSHIP

The Alumni Association Legacy Endowed Scholarship is available to the children, stepchildren, nieces and nephews, spouses, grandchildren, and great-grandchildren of Lawrence Tech, Lawrence Institute of Technology, and Detroit Institute of Technology alumni.

Do you have a relative, living or deceased, who attended Lawrence Tech, Lawrence Institute of Technology, or the Detroit Institute of Technology?

- Yes No If yes, who:

Name _____
Last First Relationship to You

Address _____
Number Street City State Zip

Telephone Number _____ Email _____

EMERGENCY CONTACT INFORMATION

Name _____
Last First Relationship to You

Address _____
Number Street City State Zip

Telephone Number _____

APPLICANT CERTIFICATION

Have you ever been expelled, suspended, or placed on probation by any college you have attended, for reasons of academic dishonesty or because of an offense that harmed or had the potential to harm others? Yes No

Have you ever been convicted of a crime or are there any such charges pending against you at this time? Yes No

If you answered yes to either of the above two questions, submit a detailed statement of explanation on a separate sheet of paper and attach it to your application.

All facts set forth in this application are complete and accurate to the best of my knowledge. I understand that any misrepresentation or omission of facts will justify denial or cancellation of admission to the University before or after enrollment. I understand that my application and all documents submitted to support it become the property of the University and will not be returned or duplicated for my use.

I authorize the Lawrence Tech Office of Admissions to release application information to the Scholarship Committee or a third party so that I may be considered for a scholarship.

SIGNATURE OF APPLICANT _____ Date _____

Accreditation and Non-Discriminatory Policy

Lawrence Technological University is accredited by the Higher Learning Commission and is a member of the North Central Association of Colleges and Schools. The University adheres and conforms to all federal, state, and local civil rights regulations, statutes, and ordinances. No person, student, faculty, or staff member will knowingly be discriminated against relative to the above statutes. Lawrence Technological University is an equal opportunity employer.

Disability Services

Disability services at Lawrence Tech are handled through the Division of Student Affairs. In compliance with Section 504 and the Americans with Disabilities Act, students with documented disabilities may be entitled to academic accommodations. Prior to your attendance at Lawrence Tech, please call 248.204.4119 or email admitswd@ltu.edu to discuss any special needs that you may have.

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Last Name _____ First Name _____ Middle _____

Lawrence Tech ID Number _____ Program _____ Term _____

Graduate Credit

_____ College Name _____ Hours _____ GPA _____ Degree _____ Date _____

_____ College Name _____ Hours _____ GPA _____ Degree _____ Date _____

Undergraduate Credit

_____ College Name _____ Hours _____ GPA _____ Degree _____ Date _____

_____ College Name _____ Hours _____ GPA _____ Degree _____ Date _____

_____ College Name _____ Hours _____ GPA _____ Degree _____ Date _____

_____ College Name _____ Hours _____ GPA _____ Degree _____ Date _____

Total Average GPA _____ Last 60 Hours _____

Test Scores

TOEFL

Computerized

Written

Composite _____

Writing _____

Reading _____

Listening _____

GMAT

Composite _____

Verbal _____

Analytical _____

Quantitative _____

GRE

Composite _____

Verbal _____

Analytical _____

Quantitative _____

Substatus

Grad International Grad Returning Grad Grad Special

Status

Admit Clear Admit Conditional Admit Special Deny Provisional Regular Admit Provisional Conditional Admit

Requirements

Resume Letter 1 Letter 2 Letter 3 Essays/Statement of Purpose Residency Card
 Certificate Interview Portfolio Doc. of Support English Proficiency Signature Page
 Writing Sample Visa Type Visa Transfer Form Passport WES Degree Confirmation

International Students

I-20 _____ Date Sent _____

GRADUATE FACULTY ADMISSIONS COMMITTEE EVALUATION

Signature _____ Signature _____

Title _____ Title _____

Comments _____ Comments _____

Please indicate if any outstanding documents are waived or required after admission decision.

Recommendations and Changes to Application

Date Initials

Program Director Signature _____ Date _____

Dean's Signature (if necessary) _____ Date _____