Application Conditions

In order to consider your application to a graduate program at Johnson & Wales University, the Graduate Admissions Office must receive the following documents:

1. Signed application
2. Transcripts (marksheets) of graduate/undergraduate work
   2a. For domestic students, original official transcripts are required.
   2b. For international documents only, original or notarized (certified) copies are acceptable. All documents should be printed or typed and sent to the Graduate Admissions Office. The Graduate Admissions Office is available to assist you with any questions or concerns you may have. Please call the phone numbers listed below for assistance.
3. Two personal references (copies/faxes are acceptable)
4. Statement of purpose (recommended)
5. Graduate school scholarship form (optional)

For M.B.A. admission
   — Test scores from GMAT or GRE (recommended)

For M.A.T. and Early Childhood M.Ed. admission
   — Minimum Praxis I subtest score of 170 or minimum combined SAT score of 1100

For C.A.G.S. admission
   — Transcripts showing graduate degree attained (see above for transcript directions)

If you have previously attended a Johnson & Wales University graduate program, please contact Student Academic Services for enrollment information.

In addition, international applicants (applicants who are not U.S. citizens or permanent residents) must mail:

7. Declaration & Certification of Financial Support
8. Certified Bank Statement
9. A copy of the biographical section (name, date of birth, country of issuance) of your current passport
10. TOEFL score of 550 or better on the written TOEFL, 210 or better on the computerized TOEFL, 80 or better on the Internet-based TOEFL, or 77 or better on the MELAB (unless you apply for English as a Second Language or you are transferring with a degree from an American university or a school in a country where English is the native language)

For the most recent application requirements, visit http://www.applyweb.com/apply/jwug.

Address:
Graduate Admissions Office
Johnson & Wales University
8 Abbott Park Place
Providence, RI 02903 U.S.A.

E-mail:
admissions.grad@jwu.edu

Phone:
1-800-DIAL-JWU
(1-800-342-5598)
ext. 1015 (U.S.A. only)

Outside U.S.:
(401) 598-1015

Web Address:
www.jwu.edu/grad
No application fee is required. PLEASE PRINT OR TYPE and return to the address listed above.

If you have previously attended a Johnson & Wales University graduate program, please contact Student Academic Services for enrollment information.

Personal Information

Social Security Number (or assigned J&W ID number): Date of Birth: Month              Day              Year

Sex □ Male □ Female

Last Name/Family Name/Surname (Maiden Name — if applicable)

First Name/Given Name Middle Name

Permanent Address

Mailing Address (if different)

E-mail address (PRINT OR TYPE)

Telephone (where you can be reached) (              )                                    Fax  (                )

Country of Birth Country of Citizenship

Are you a full-time employee at Johnson & Wales University? □ Yes □ No

Are you a citizen of the United States? □ Yes □ No

If NO, do you hold permanent resident status? □ Yes □ No

Entrance Information

I am applying for admission for the term beginning: □ September □ December □ March □ June   Year

(Please refer to the information listed in the catalog under your selected major for eligible entrance dates.)

☐ I am applying for English as a Second Language followed by the program and degree indicated below.

☐ I have met the English proficiency requirement and I am applying for the program and degree indicated below.

(Minimum English proficiency requirement is a TOEFL score of 550 on the written TOEFL, 210 on the computerized TOEFL, or 80 on the Internet based TOEFL — or a MELAB score of 77.)

Please give TOEFL or MELAB score and attach certified copy to this application.

I am applying as a: ☐ Returning J&W student (completed bachelor’s degree at J&W)

☐ First Time J&W Student ☐ Transfer Student (from another American graduate school) Name of School

Program Selection

Fast-Track (12-Month) Programs* (day and/or evening classes)

M.B.A. in Global Business Leadership with Concentrations ☐ International Trade ☐ Marketing ☐ Organizational Leadership

M.B.A. in Hospitality with Concentrations ☐ Event Leadership ☐ Finance ☐ Marketing

* These fast-track programs start only in the September term. Students wishing to enter a 12-month program must have met the English Language requirements and have completed the foundation and prerequisite courses before the September term.

Traditional Programs Continued

M.B.A. in Global Business Leadership with Concentrations ☐ Accounting ☐ Financial Management ☐ International Trade ☐ Marketing ☐ Organizational Leadership

M.B.A. in Hospitality with Concentrations ☐ Event Leadership ☐ Finance ☐ Marketing

M.Ed. ☐ Early Childhood Administration & Leadership ☐ Teaching and Learning

M.A.T. in Teacher Education with Concentrations ☐ Business Ed. and Secondary Special Ed. ☐ Food Service Ed. and Secondary Special Ed. (non-certified)

☐ Elementary Ed. and Elementary Special Ed. ☐ Elementary Ed. and Elem./Sec. Special Ed.
Educational History and Transfer Credits

Please list all graduate and undergraduate institutions in which you are presently enrolled or have completed a program of study. Submit official transcripts of graduate/undergraduate work. Requirements for consideration of transfer credit include completion of graduate-level courses with a B or better in the last three years. Transcripts of these courses must be filed with the Graduate Admissions Office prior to completion of the first term of enrollment.

Name of Institution
Address
City                               State       Zip
Dates Attended:                      To
Month/Year                           Month/Year
Certificate/Diploma/Degree Received:
Name of Institution
Address
City                               State       Zip
Dates Attended:                      To
Month/Year                           Month/Year
Certificate/Diploma/Degree Received:
Name of Institution
Address
City                               State       Zip
Dates Attended:                      To
Month/Year                           Month/Year
Certificate/Diploma/Degree Received:

Present Employer (if applicable)
Organization
Position
City                               State

How did you learn about J&W?
(Please check one.)
☐ Newspaper ____________________________ ☐ Reputation
☐ Magazine ______________________________ ☐ Open House
☐ Fair/Presentation _____________________ ☐ Peterson’s Guide
☐ J&W Representative ____________________ ☐ Direct Mail
☐ J&W Graduate __________________________ ☐ Referral
☐ Radio ____________________________________________________________________________
☐ Other ____________________________________________________________________________

By submitting this application, I certify to Johnson & Wales University that all information in this application and in my supporting documentation is true, correct, and complete (including the listing of all other colleges or postsecondary institutions attended by me). I hereby authorize the University to obtain my official high school or secondary school transcript and all college or postsecondary transcripts from the schools and institutions that I have attended. I give permission to the University to contact and share information with issuing institutions or other appropriate third parties for the purpose of verifying any documentation or information I have provided. I understand and agree that the University may revoke my acceptance or enrollment if any information or documentation provided by me is false or incomplete or if the University learns of any past or present misconduct by me that would affect my ability to represent and uphold the high standards of the University. I authorize the University to publish for public relations purposes my photograph or photographs in which I appear. I have read and understand the Graduate Admissions Catalog and its accompanying literature and agree to abide by the procedures and policies stated.

Applicant’s Signature
Date

Johnson & Wales University does not discriminate unlawfully on the basis of race, religion, color, national origin, age, sex, sexual orientation, or disability, in admission to, access to, treatment of or employment in its programs and activities. The following person has been designated to handle inquiries regarding nondiscrimination policies: Compliance Officer, Johnson & Wales University, One Cookson Place, Sixth Floor, Providence, RI 02903, (401) 598-1423. Inquiries concerning the application of nondiscrimination policies may also be referred to the Regional Director, Office for Civil Rights, U.S. Department of Education, J.W. McCormack P.O.C.H., Room 701, 01-0061, Boston, MA 02109-4557.

In compliance with the Crime Awareness and Campus Security Act of 1990, Johnson & Wales University publishes an Annual Security Report which discloses information about campus security policies and procedures, and statistics concerning reported crimes that occurred on campus, on University-controlled property, and on public property immediately adjacent to campus. A copy of the report may be obtained from the Admissions Office. In compliance with the Student Right-to-Know Act, completion or graduation rate data for specific cohorts of first-time, full-time undergraduate students is available upon request. Contact the Student Academic Services Office to obtain this information.
Personal Reference Form

Please ask two individuals familiar with your educational and professional background and your potential for graduate studies to complete this form or a letter of reference and return it directly to the address listed above.

PLEASE PRINT OR TYPE.

To be Completed by APPLICANT

<table>
<thead>
<tr>
<th>Social Security Number (or assigned J&amp;W ID number)</th>
<th>Term</th>
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<table>
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<tr>
<th>Last Name/Family Name/Surname</th>
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<th>Middle Name</th>
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</table>

Under the provisions of the Family Educational Rights and Privacy Act of 1974, you may decide whether letters of reference are to be held confidential or whether they may be made available to you.

Please check one of the following and sign in the space provided.

- [ ] Confidential File
  I determine that this letter of recommendation be held confidential by Johnson & Wales University.

- [ ] Open File
  I retain the choice of having letters of reference available to me.

Applicant’s Signature

Date

To be Completed by REFERENCE

Please mail this recommendation directly to the Graduate Admissions Office at the above address.

<table>
<thead>
<tr>
<th>Intellectual ability</th>
<th>Excellent</th>
<th>Good</th>
<th>Average</th>
<th>Fair</th>
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<tbody>
<tr>
<td>Leadership skills</td>
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<th>Postal Code</th>
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Telephone

Reference Signature

Date

Please use the back of this form to supply additional comments on the applicant — character, past work experience, goals, etc.
Please ask two individuals familiar with your educational and professional background and your potential for graduate studies to complete this form or a letter of reference and return it directly to the address listed above.

Please PRINT OR TYPE.

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Applicant’s Signature  
Date

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<th>Postal Code</th>
</tr>
</thead>
</table>

Telephone

Reference Signature  
Date

Please use the back of this form to supply additional comments on the applicant — character, past work experience, goals, etc.
Please forward an OFFICIAL COPY of my transcript to the above address.
While I was a student, my records were in the name of (please print):

Last Name/ Family Name/ Surname   (Maiden Name — if applicable)
First Name/ Given Name            Middle Name
Current Address

City        State        Zip

Telephone (                     )

Date of Birth

Social Security Number (or assigned J&W ID number)

Year(s) Attended/ Graduated

Signature                        Date

Thank you for your prompt attention to this request.
Please fill out completely and return to the address listed above.

Conditions and Responsibilities
Graduate school scholarships are awarded to students who maintain full-time status and reflect an ability to excel in their studies. Applicants must submit their scholarship form with their application to the Graduate Admissions Office and must include a résumé that highlights their accomplishments.

Please print or type.

Applicant Profile

Social Security Number (or assigned J&W ID number)  

Term

Last Name/Family Name/Surname  (Maiden Name — if applicable)

First Name/Given Name  Middle Name

Current Address

Country of Citizenship

Applicant's Signature

List outstanding achievements in academic and related areas. Continue on additional paper if necessary. A RESUME MUST BE INCLUDED WITH THE SCHOLARSHIP FORM.

Academic Honors (includes GPA, division or class ranking):

Professional Accomplishments:

Organization Memberships:

Community Service:
All international students (and international students only) must complete this form. Please fill out completely and return to the address listed above.

For students entering directly into graduate programs, this document must be accompanied by an ORIGINAL BANK STATEMENT showing the availability of a minimum U.S. $17,810 for traditional (evening) programs and U.S. $25,520 for fast-track (12-month) programs. Students entering ESL prior to starting in graduate programs will need to show funds of $21,315.

Please print or type.

To be completed by INTERNATIONAL APPLICANT

Social Security Number (or assigned J&W ID number): Date of Birth: Month Day Year

Sex □ Male □ Female

Last Name/Family Name/Surname (Maiden Name — if applicable)

First Name/Given Name Middle Name

To be completed by SPONSOR

Last Name Date of Birth: Month Day Year

First Name Middle Name

Permanent Address

Mailing Address (if different)

Telephone (               )   (               ) Fax (               )   (               )

Relationship to Applicant

U.S. Dollars available for support country code number country code city code number

SOURCE OF FUNDS AMOUNT (IN U.S. DOLLARS)

<table>
<thead>
<tr>
<th>Personal Savings</th>
<th>AMOUNT (IN U.S. DOLLARS)</th>
</tr>
</thead>
<tbody>
<tr>
<td>Please submit a Bank Statement verifying amount is available. Complete Sponsor Section</td>
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</table>

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<tr>
<th>Family Funds</th>
<th>AMOUNT (IN U.S. DOLLARS)</th>
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<tr>
<td>Please submit a Bank Statement verifying amount is available. Complete Sponsor Section</td>
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</table>

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<th>Government Sponsor</th>
<th>AMOUNT (IN U.S. DOLLARS)</th>
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<tr>
<td>Please submit official letter indicating amount and availability of funds.</td>
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<tr>
<th>Business/ Organization Scholarship</th>
<th>AMOUNT (IN U.S. DOLLARS)</th>
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<td>Please submit official letter indicating amount and availability of funds.</td>
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<tr>
<th>Other (Specify)</th>
<th>AMOUNT (IN U.S. DOLLARS)</th>
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<tbody>
<tr>
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</tbody>
</table>

I agree to accept full responsibility for the expenses of the above-named applicant during his/her studies at Johnson & Wales University. I understand that U.S. $17,810 for the traditional (evening) per academic year (nine months), U.S. $25,520 for the fast-track (12-month) per academic year, and U.S. $21,315 for ESL (prior to starting in graduate programs) per academic year should be sufficient to cover expenses of tuition, room and board, and books.

Sponsor’s Signature Date

Applicant’s Signature Date