



NOVA SOUTHEASTERN UNIVERSITY

**Master of Science in Leadership**  
**Admission Application**

NOVA SOUTHEASTERN UNIVERSITY  
Enrollment Processing Services (EPS)  
3301 College Avenue  
P.O. Box 299000  
Fort Lauderdale, Florida 33329-9905

Thank you for applying to Nova Southeastern University. Please read the pages that follow carefully and complete the application in its entirety. If you have any questions, please call 800-672-7223.

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## **Application Instructions and Admission Criteria**

1. Complete the admission application packet and submit with a \$50 nonrefundable application fee (U.S. dollars) made payable to Nova Southeastern University. The admissions packet should be addressed to:

Nova Southeastern University  
Enrollment Processing Services (EPS)  
3301 College Avenue  
P.O. Box 299000  
Fort Lauderdale, Florida 33329-9905

2. Include with your application or send separately to the above address the following documents:
  - A. Official transcript(s) from all previously attended academic institutions
  - B. An official transcript indicating conferral of a bachelor's degree from a regionally accredited institution is required



NOVA SOUTHEASTERN UNIVERSITY  
 Enrollment Processing Services (EPS)  
 3301 College Avenue  
 P.O. Box 299000  
 Fort Lauderdale, Florida 33329-9905  
 (954) 262-8500  
 800-986-3223 (U.S. and Canada)  
 Fax: (954) 262-3601



## Master of Science in Leadership Admission Application

To complete the admission process, please submit a nonrefundable \$50 application fee and include your Social Security number on the check or call 800-541-6682, ext. 5200, with your credit card information. Also, please note, you will be charged a \$50 nonrefundable application fee for each application submitted to our institution. If you prefer to complete an online application, please visit our Web site at [www.webstar.nova.edu](http://www.webstar.nova.edu) and click on Admissions.

Please retain a copy of the application for your records.

Legal Name: Last First Middle

Maiden

Social Security Number

Do you have educational materials under another name, Social Security number, or ID?  Yes  No If yes, then please indicate \_\_\_\_\_

### Preferred Mailing Address:

Number and Street City

County State Country ZIP Code

Telephone Cellular/Pager

### Permanent/Legal Address:

Number and Street City

County State Country ZIP Code

Telephone Cellular/Pager

### Business Address:

Name of Company

Number and Street City

County State Country ZIP Code

Telephone Cellular/Pager

### Application Status at Time of Application:

Is this your first time applying to NSU?  Yes  No

If no, what programs have you applied to? \_\_\_\_\_

Will this be your first time attending NSU?  Yes  No

If no, what program(s) are/have you been enrolled in? \_\_\_\_\_

### How did you learn about NSU? Please check all that apply.

- Friend/Colleague/Relative
- NSU Employee
- NSU Student or Graduate
- Direct Mail
- TV or Radio Commercial
- SREB Electronic Campus
- eArmyU
- Web Site (specify) \_\_\_\_\_
- Newspaper (specify) \_\_\_\_\_
- Information Meeting (where) \_\_\_\_\_
- Conference (specify) \_\_\_\_\_
- Magazine (specify) \_\_\_\_\_
- Other (specify) (e.g., adviser) \_\_\_\_\_

FOR NSU USE ONLY



The university is required to collect the following information to comply with federal reporting requirements of the U.S. Department of Education. The collected information will not be used in any discriminatory manner.

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### General Information:

Date of Birth (mm/dd/yy) \_\_\_\_\_

**Sex:**  Male  Female

Please indicate your citizenship status:

United States Citizen  Resident Alien  
 Nonresident Alien  Student Visa

What is your country of citizenship? \_\_\_\_\_

If you are a nonresident alien, please indicate your Visa type. \_\_\_\_\_

Do you require an I-20?  Yes  No

Is English your native language?  Yes  No If "No", documentation of English literacy is required.

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### Military/Veterans' Information:

Are you a U.S. active-duty military service member?  Yes  No

Are you a spouse/dependent family member of a U.S. active-duty service member?  Yes  No

If "Yes" to either of the two questions above, what military branch of service is your affiliation? \_\_\_\_\_

What is the anticipated active-duty discharge date? \_\_\_\_\_

Are you a U.S. military veteran?  Yes  No

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### Ethnicities:

<input type="checkbox"/> Native American or Alaskan Native	<input type="checkbox"/> Chinese	<input type="checkbox"/> Filipino
<input type="checkbox"/> Japanese	<input type="checkbox"/> Korean	<input type="checkbox"/> Asian Indian
<input type="checkbox"/> Thai	<input type="checkbox"/> Other Asian not listed	<input type="checkbox"/> Black or African American
<input type="checkbox"/> White (non-Hispanic)	<input type="checkbox"/> Hispanic or Latino	<input type="checkbox"/> Mexican
<input type="checkbox"/> Puerto Rican	<input type="checkbox"/> Native Hawaiian/Pacific Islander	
<input type="checkbox"/> I decline to respond	<input type="checkbox"/> Other _____	

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**Applicant Email Address:**

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Email Address

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**Emergency Contact Information:**

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Name: Last First Relationship to You

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Number and Street City

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County State Country ZIP Code

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Day Telephone Evening Telephone

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**Previous Education:**

All official transcripts/documents are required from the applicant for ALL previously attended institutions for FULL admittance.\*

High school/General Education Diploma (GED) documentation is required only for undergraduate applications.

**SECTION A**

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Name of High School Graduation Month and Year

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Number and Street City

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County State Country ZIP Code

General Education Diploma (GED) awarded: \_\_\_\_\_  
Month and Year State

**SECTION B**

List ALL academic institutions (in chronological order beginning with most recent) you have, are, or will attend prior to NSU matriculation. \*Official transcripts/documents from all institutions attended are required for FULL admittance.

Name of Institution	City	State or Country	Major	Degree	Approx. # of Credits Earned	Start and End Date (or expected end)

Have you ever been required to leave any college or denied readmission because of conduct or academic deficiencies?  Yes  No

If yes, please explain.

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**Term Start Date****SECTION A**

Preferred start year \_\_\_\_\_

**SECTION B**Preferred start term:  Fall  Winter  
 Spring (Business Track only)  Summer

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**Academic Goal/Delivery Option**

Nova Southeastern University offers courses in a variety of delivery formats and at several locations. Please select your track and preferred delivery option. Applicants who choose the on-site option in education may select the location most convenient to them from the list below, then fill in preference in space provided.

 BUSINESS  
 Online  
 On-site Fort Lauderdale (Main Campus only) EDUCATION  
 Online  
 On-site \_\_\_\_\_ (please see below for locations)

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**Locations**

Cape Coral, Florida  
1020 Cultural Park Boulevard  
South Units 4 and 5  
Cape Coral, Florida 33990  
(239) 574-9815

Fort Lauderdale, Florida (Main Campus)  
3301 College Avenue  
Fort Lauderdale, Florida 33314-7796  
(954) 262-8500

Jacksonville, Florida  
6675 Corporate Center Parkway, Suite 115  
Jacksonville, Florida 32216-8080  
(904) 245-8910

Las Vegas, Nevada  
8945 West Russel Road, Suite 170  
Las Vegas, Nevada 89148-1228  
(702) 365-1920

Miami, Florida  
8585 SW 124th Avenue  
Miami, Florida 33183-4600  
(305) 274-1021

Orlando, Florida  
4850 Millenia Boulevard  
Orlando, Florida 32839-6012  
(407) 264-5600

Tampa, Florida  
9503 Princess Palm Avenue  
Tampa, Florida 33619-1378  
(813) 393-4999  
(813) 393-4990

West Palm Beach, Florida  
3970 RCA Boulevard, Suite 7000  
Palm Beach Gardens, Florida 33410-4231  
(561) 622-7018

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## Source of Referral:

How did you hear about the Master of Science in Leadership Program?

- |   |                                      |
|---|--------------------------------------|
| <input type="checkbox"/> Direct Mail      | <input type="checkbox"/> NSU Alumnus |
| <input type="checkbox"/> Employer         | <input type="checkbox"/> Poster      |
| <input type="checkbox"/> Friend/ Relative | <input type="checkbox"/> Radio       |
| <input type="checkbox"/> Internet         | <input type="checkbox"/> Television  |
| <input type="checkbox"/> Magazine         | <input type="checkbox"/> Other       |
| <input type="checkbox"/> Newspaper        |                                      |

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## Technology Access and Computer Literacy:

Students must be computer literate; have a working understanding of Internet navigation and Microsoft Office Suite; and possess the ability to troubleshoot basic hardware/software applications. Unrestricted access to a personal computer and the Internet is required prior to beginning your degree.

- Yes, I am computer literate and have unrestricted access to a computer.
- No, I am not computer literate and/or do not have unrestricted access to a computer.

**Minimum Computer Requirements: Pentium 500 MHz, 128 MB RAM, 56K modem (cable or DSL preferred), sound card and speakers, microphone, antivirus software, Microsoft Office Suite, and an Internet service provider (ISP). Macintosh computers are not supported.**

Upon acceptance and prior to beginning a degree at Nova Southeastern University, all students are required to obtain an NSU email account. The official means of communication with students is via their NSU email address.

**Note: Please be certain to read the following disclosure and sign the application for further processing. No application will be processed without your signature.**

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### **Disclosure Statement:**

Have you ever been convicted in any state or country of a criminal offense, other than a minor traffic offense, where you have been found guilty by a judge or jury or entered a plea of nolo contendere (no contest); or any juvenile offenses; any offenses where the records have been expunged; or any conviction that the applicant is currently appealing, regardless of adjudication?

Yes  No

If the answer is yes, please explain. \_\_\_\_\_

\_\_\_\_\_

The disclosure is a continuing duty. All applicants must report to Nova Southeastern University (NSU) any such arrest or conviction after the filing of the application for admissions or during the time that the student is enrolled at the college. The admissions committee and NSU will consider new information submitted, and in appropriate circumstances, may change the status of an applicant or student.

Permission is hereby given to NSU to make any necessary inquiries and I voluntarily and knowingly authorize any former school, government agency, employer, person, firm, corporation, its officers, employees and agents, or any other person or entity making a written or oral request for such information.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

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### **Notices of Nondiscrimination and Accreditation**

Consistent with all federal and state laws, rules, regulations, and/or local ordinances (e.g., Title VII, Title VI, Title III, Title II, Rehab Act, ADA, and Title IX), it is the policy of Nova Southeastern University not to engage in any discrimination or harassment against any individuals because of race, color, religion or creed, sex, pregnancy status, national or ethnic origin, nondisqualifying disability, age, ancestry, marital status, sexual orientation, unfavorable discharge from the military, veteran status, or political beliefs or affiliations, and to comply with all federal and state nondiscrimination, equal opportunity, and affirmative action laws, orders, and regulations.

This nondiscrimination policy applies to admissions; enrollment; scholarships; loan programs; athletics; employment; and access to, participation in, and treatment in all university centers, programs, and activities. NSU admits students of any race, color, religion or creed, sex, pregnancy status, national or ethnic origin, nondisqualifying disability, age, ancestry, marital status, sexual orientation, unfavorable discharge from the military, veteran status, or political beliefs or affiliations, to all the rights, privileges, programs, and activities generally accorded or made available to students at NSU, and does not discriminate in the administration of its educational policies, admission policies, scholarship and loan programs, and athletic and other school-administered programs.

Nova Southeastern University is accredited by the Commission on Colleges of the Southern Association of Colleges and Schools (1866 Southern Lane, Decatur, Georgia 30033-4097, Telephone number: 404-679-4501) to award associate's, bachelor's, master's, educational specialist, and doctoral degrees.

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### **Acknowledgment Statement**

I have read and understood the instructions. I certify that the information submitted in this application is complete and correct to the best of my knowledge. False and/or omitted information will invalidate this application and could result in rejection of the applicant or dismissal from the university if the applicant has already been admitted. Permission is hereby given to NSU to make any necessary inquiries and I voluntarily and knowingly authorize any former school, government agency, employer, person, firm, corporation, its officers, employees and agents, or any other person or entity making a written or oral request for such information. I agree that this information may be used by Nova Southeastern University for research and development purposes aimed at improving education and admissions programs.

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_\_

07-103-06DBB

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**Transcript Request Form** (Please photocopy this form as necessary)

**To the applicant:** It is important that transcript requests are sent to your previous school(s) in a timely fashion in order to aid in the admission process. Fill in the blanks on both parts of the form. It is suggested that you call your previous school(s) to find out if a fee should accompany this transcript request form. Mail the entire form and any fee required to your previous school(s).

**To previous school/college:** Please send an official transcript of my academic work while attending your institution to Nova Southeastern University.

A. I attended your institution from \_\_\_\_\_ to \_\_\_\_\_

B. While in attendance, my name was

\_\_\_\_\_

Last

First

MI

Maiden

C. My student identification number was \_\_\_\_\_

\_\_\_\_\_  
Signature

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**Transcript Transmittal Form**

**Previous school: Please return this form with transcript. Thank you.**

Social Security Number \_\_\_\_\_ Date \_\_\_\_\_

Name \_\_\_\_\_

Last

First

MI

Maiden

Address \_\_\_\_\_

\_\_\_\_\_  
City

State

ZIP

**Please send one official transcript to:**

Nova Southeastern University  
Enrollment Processing Services (EPS)  
3301 College Avenue  
P.O. Box 299000  
Fort Lauderdale, Florida 33329-9905

