

GENERAL INFORMATION
Norfolk State University
Graduate School
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The Graduate School administers the University's 19 graduate degree programs in the Schools of Education and Social Work and the Colleges of Liberal Arts and Science, Engineering and Technology. The Graduate School aims to advance graduate education at the University and promote the welfare of all graduate students, while providing sound program development to meet the demands of a dynamic society.

The University offers 16 master's degrees in fields such as computer science, education, engineering, materials science, music, social work, sociology and visual studies. Doctoral degrees are offered in clinical psychology, materials science and social work. The Doctor of Psychology degree is offered through the Virginia Consortium Program in Clinical Psychology (VCPCP). Information and application materials for the Virginia Consortium Program in Clinical Psychology are available at the Program Web site, <http://www.sci.odu.edu/vcpcp/>, or by calling the Program Office at (757) 368-1820.

APPLICATION FEE

Each application requires a non-refundable application fee of \$35.00 (U.S. currency) in the form of a certified check, money order or cashier's check.

TRANSCRIPTS

An official transcript from every college/university attended is required for admission to all programs. Transcripts must reflect the degree earned, the date that the degree was earned, bear the official seal of the institution, and be signed by the issuing officers.

EXAMINATION SCORES

Applicants should refer to the program information for the program to which they are applying for test score requirements. Test of English as a Foreign Language (TOEFL) score of at least 500 may be required for international applicants whose native language is not English.

INTERNATIONAL STUDENTS

International students are required to complete and submit an **Affidavit of Financial Support** and supporting documents, bearing the signature of their sponsor and indicating sufficient funds to cover their expenses at Norfolk State University. In addition, international students must complete an **International Student Application Supplement**.

PERSONAL STATEMENT (*Applicants to graduate programs in Social Work and Visual Studies should see supplements for specific requirements for the personal statement.*) Each applicant is required to provide a personal statement that does not exceed three hundred (300)

words. This statement should be **paginated, typed, and double-spaced on 8^{1/2} by 11 inch paper. The applicant's name and social security number or I.D. number must be at the top of each page.** Specific questions and issues that should be addressed in the statement include the following:

Career Objectives:

1. What are your career objectives?
2. How does the area of study indicated in item 16 of this application relate to your career objective?
3. What factors influenced your decision to apply to Norfolk State University?

Personal Background:

1. What are your strengths and weaknesses with respect to interpersonal communication and cooperation?
2. What has been your academic and professional preparation with respect to your chosen area of study?

General Information:

1. Discuss your commitment to your chosen area of study and provide information that reflects that commitment. Indicate the skills you possess and the activities in which you have been engaged which are related to your chosen area of study.

REFERENCES

Each applicant must provide three references (*unless otherwise specified under Program Information or in a program supplement*). One reference should be from a former teacher, another should be from someone who is familiar with the applicant's ability and commitment to the desired area of study, and the third should be a character reference. All references must be completed on the Letter of Recommendation form located on the Graduate School website (www.nsu.edu/graduate) or on official letterhead and submitted in a sealed envelope with the writer's signature across the seal.

TUITION RATE DETERMINATION

Each applicant must complete the Tuition Rate Determination Form in this application. Section 23-7.4 Code of Virginia requires a response to all applicable questions. If the required information is not provided and the applicant is admitted, the applicant's tuition rate will be determined as out-of-state until all the requirements have been met. Any applicant who enrolled previously at Norfolk State University in an out-of-state classification, but who now meets criteria for in-state tuition, will be required to complete a CHANGE OF DOMICILE form and provide prescribed evidence of Virginia residency.

NOTIFICATION OF ADMISSION

Notification of admission or denial to a program will be sent in writing by the Office of Graduate Studies after the admissions committee has made a recommendation.

APPLICATION DEADLINES

Fall Semester March 1

Spring Semester October 1
Summer Semester March 1

Please submit the original and a copy of the completed application.

Submit all applications, with the exception of those to the VCPCP, to the address below:

Norfolk State University
Graduate School
700 Park Avenue
L. Douglas Wilder Performing Arts Center
Suite 203
Norfolk, VA 23504