

M.S. in Human Resources Management APPLICATION



LA ROCHE
UNIVERSITY

Personal Information (Please type or print.)

Name _____
First Middle Last (Maiden)

Address _____
Street County

_____ City State Country ZIP Code

Social Security Number ____-____-____ Day Phone (____) _____ Evening Phone (____) _____

Email Address _____

Employer _____

Job Title _____

Program applying for: Master's Degree Certificate Non-degree Certificate Certificate Option _____

Term applying for: January/Spring May/Summer August/Fall

I plan to enroll: Part time (3-6 credits) Full time (9-12 credits)

Academic History (List all college-level academic work, regardless of whether a degree was earned.)

Name of College	Undergraduate/Graduate	Dates Attended	Specific Degree Granted/Credits Earned
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Do you believe your grades accurately reflect your academic ability? Yes No • If no, please explain: _____

Prerequisite Coursework (Requires grade of "C" or better and must be completed within first three semesters of graduate study.)

Undergraduate Statistics (3 credits)	_____	_____	_____
Undergraduate Finance or Managerial Accounting (3 credits)	_____	_____	_____
Undergraduate Human Resources (3 credits, or 1 year HR experience)	_____	_____	_____
	<small>Year Taken</small>	<small>College Attended</small>	<small>Grade Received</small>

Additional Information

How did you become aware of the graduate HRM program at La Roche University?

La Roche University website Referred by an alumnus or by a current student of the program

Received information at college fair/event _____

Advertisement (list source, i.e. newspaper, radio, television; please be as specific as possible) _____

Other (list source) _____

List any accommodations you may require: _____

APPLICATION – M.S. in Human Resources Management

Admission Materials (All materials should be submitted to the University at the same time as the application.)

Master’s degree program requirements:

- A bachelor’s degree from a regionally accredited institution or proof of equivalent education from an international institution
- A quality point average (QPA) of 3.0 or higher on a 4.0 scale in upper-division undergraduate coursework (junior and senior level)
- \$100 tuition deposit (full-time students only)
- Application
- Current resume
- Official graduate examinations scores (MAT, GRE or GMAT)
- Two references (academic or professional)
- Essay explaining professional and academic goals
- Official transcripts from previous colleges
- Satisfactory completion (grade of “C” or better) of one undergraduate prerequisite* or one year of HR experience with an overview essay listing experiences and responsibilities.

*Three (3) credits of human resources/personnel administration that must be completed within the first three semesters of graduate study.

Certificate and Non-Degree Program Requirements:

- Application
- Current resume
- Official transcripts from previous colleges

Note: Official transcripts are transcripts received by La Roche University in a sealed, unopened envelope from the school in question.

Your responses to the following questions are optional and do not affect your application. These informational questions will help the institution to better serve you. The data also will facilitate reports required by state and federal agencies.

Gender _____ Religion (Denomination/Rite) _____

Date of Birth _____ Place of Birth _____

Citizenship _____

Ethnicity: How would you describe yourself?

Hispanic of any origin (Spanish, Mexican, Puerto Rican, etc.): Yes No

Select one or more of the following: White Black or African American Asian
 American Indian/Alaska Native Native Hawaiian/Pacific Islander

Veteran: Yes No If yes, will you seek benefits? Yes No

Marital Status: Single Married Divorced Widowed

NON-DISCRIMINATION POLICY

La Roche University does not discriminate on the basis of race, religion, color, national origin, sex, disability, or age in its programs and activities. The following persons have been designated to handle inquiries regarding the non-discrimination policies:

Vice President of Student Life & Dean of Students | 412-536-1069

Coordinator of Accessibility & Compliance | 412-536-1177

Associate Vice President of Human Resources | 412-536-1115

Your application will be kept on file for two (2) years.

I certify that the statements contained within this application are true to the best of my knowledge. I understand those credentials filed in support of this application become the property of La Roche University and are not returnable or transferable. (Falsifications or omissions on this application may be grounds for dismissal.)

APPLICANT’S SIGNATURE

_____ Date

Please return all materials to: LA ROCHE UNIVERSITY, Office of Graduate Studies & Adult Education, 9000 Babcock Boulevard, Pittsburgh, PA 15237
Phone (412) 536-1260 • Fax (412) 536-1283 • Toll Free 844-838-4578 • laroche.edu • Email: graduateadmissions@laroche.edu

La Roche University is an Equal Opportunity Education Institution.