WELCOME

Thank you for your interest in the graduate school. Please read the following information regarding the forms contained in your application packet. Pay close attention to the information located on the next page about specific requirements for certain degrees/programs. If you have any further questions don’t hesitate to contact us.

NOTE: The following individuals should not use this application packet:
  ➢ Non-U.S. Residents
  ➢ Students applying for an MDiv or DMin program
  ➢ Students applying for any Physical Therapy program

Please contact the Office of Graduate Admissions for a separate application packet if you fall into any of these categories.

---

Application and $40 Application Fee
Applications must be completed entirely, printed in ink or typed, and signed before the admissions process can begin. This form is enclosed. A $40 application fee is required and should be submitted at the time of application. We accept cash, credit card, check or money order. Make checks or money orders payable to Andrews University.

Statement of Purpose and Professional History/Resume
This form allows the Admissions Committee to understand your goals and objectives and determine where your experience lies. Please follow the instructions carefully on both sides of the enclosed form.

Recommendation Forms
Two recommendation forms are required for most master’s level applicants. Three recommendation forms are required for all students applying to the Theological Seminary, for those seeking an EdS degree, and for all Doctoral degrees. These forms are to be completed on your behalf by individuals who know your academic qualities and work skills/abilities well and are not your family members. Possible references are teachers, employers or chaplains/pastors. Recommendations should be sent in by the evaluator to AU Graduate Admissions. Be sure your name is on each form.

Official Transcripts
Official transcripts are required from the registrar of each college/university you have attended. Be sure to ask about transcript costs. If the language of instruction at the school(s) is not English, the school(s) must provide transcripts in both the original language of instruction and in a literal English translation. To be considered official, transcripts (including translations) must be sent directly from your school(s) to the AU Graduate Admissions office or be received by AU Graduate Admissions in an unopened, school-sealed letterhead envelope. Official and certified copies of examination reports and all secondary certificates (e.g., “O” and “A” levels) are also required if you have been educated outside of the United States. Transcript request forms are provided for your convenience.

Immunization Record
Although not required for acceptance to an Andrews University program, this form must be completed before registering for classes, and should be turned in as soon as possible. Students applying for off-campus programs (see list of Graduate Programs) do not need to turn this form in. If you have any questions, please call the Student Health Nurse at 269.473.2222.

Residence Hall/Housing Applications (optional)
Applicants desiring on-campus housing should complete one of these forms. Residence Hall applications are for single students only and Non-Dormitory Housing applications are for those who are single and over 22 years old, married, or have families. A list of local landlords and realtors is also available upon request.

GRE/GMAT
The Graduate Record Examination (GRE) General Test is required of all applicants to a graduate degree program, except MBA applicants who must take the Graduate Management Admissions Test (GMAT) instead. Applicants to the MSA: Church Administration program have the option of taking either test. Applicants to graduate certificate programs, or degrees in MAPMin and MAYM do not have to take the GRE or the GMAT. Individuals who have graduated from a non-accredited institution must have a GRE score of 900 on the verbal and quantitative sections combined. Official test scores must be sent directly to AU Graduate Admissions from the Educational Testing Service (ETS). The Andrews University ETS code is 1030. Scores from tests taken more than five years prior to admission are not accepted. GRE testing sites, dates and information are found at www.gre.org or email gre-info@ets.org or call 609.771.7670. GMAT testing sites, dates and information are found at www.mba.com or email gmat@ets.org or call 609.771.7670.

TOEFL/MELAB
If English is not your first language or you are not a four-year graduate of a high school or an accredited college/university in a country where English is the spoken language or medium of instruction, you are required to take the TOEFL or the MELAB. Please contact the AU Graduate Admissions office for further information.

Please turn sheet over to continue
ADDITIONAL REQUIREMENTS FOR SPECIFIC DEGREES

If you are applying for one of the following degrees please read this information carefully and check in the pocket for additional forms or instructions regarding your application process:

MA: Communication Interdisciplinary Studies
   Statement of Purpose, Portfolio, and Essay
   This degree asks that you submit a Statement of Purpose, Portfolio, and an essay on a given topic at the time of application. Please read and follow the instructions found in the pocket.

MAPMin
   Ordination Information
   Please provide a copy of your ordination certificate if you have obtained one. (Not required for admission)
   Recommendations
   This degree requires general recommendations from the following individuals: a colleague in the Pastoral Ministry field, and a local church elder who knows your work. A separate recommendation form is included in the pocket for your Conference President or the Administrative Executive of your employing organization to fill out and return to us.
   16PF Test Application Form
   Follow the instructions on the enclosed form and return it promptly with your payment of $20 to cover the expenses of the test.

MA: Religion, MA: Religious Education, MAYM, & MTh
   16PF Test Application Form
   Follow the instructions on the enclosed form and return it promptly with your payment of $20 to cover the expenses of the test.

MS: Nursing and MS: Clinical Laboratory Science
   Further Information
   Please locate a sheet with instructions for additional admission requirements in the pocket.

ThD & PhD—Seminary
   Research Paper
   Please return one of your current research papers based on the requirements explained on the enclosed form.
   Financial Statement
   The Seminary requires this financial plan from all ThD and PhD applicants.
   16PF Test Application Form
   Follow the instructions on the enclosed form and return it promptly with your payment of $20 to cover the expenses of the test.

EdD & PhD—Education
   Research Paper
   Please return one of your current research papers based on the requirements explained on the enclosed form. This requirement is optional for all doctorate education programs except for the Leadership programs.
Admission to Andrews University is available to any student who meets the academic and character requirements of the University and who expresses willingness to cooperate with its policies. Because Andrews University is operated by the Seventh-day Adventist Church, the majority of its students are Seventh-day Adventists. However, no particular religious commitment is required for admission; any qualified student who will be comfortable within its religious, social, and cultural atmosphere may be admitted. The University does not discriminate on the grounds of race, sex, color, creed, national or ethnic origin, age, disability, or other legally protected characteristics.

Please turn sheet over to continue.
ANDREWS UNIVERSITY APPLICATION FOR GRADUATE ADMISSION

TEST INFORMATION
I HAVE TAKEN OR PLAN TO TAKE THE:

☐ GRE ☐ GMAT during: MONTH _____________ YEAR _____________
☐ TOEFL ☐ MELAB during: MONTH _____________ YEAR _____________

EDUCATIONAL HISTORY
HAVE YOU PREVIOUSLY ATTENDED ANDREWS UNIVERSITY OR ONE OF OUR COLLEGE OR UNIVERSITY AFFILIATES? (Visit www.andrews.edu for a list of our affiliates)
☐ NO ☐ YES: ATTENDED FROM MO/YR _____________ TO MO/YR _____________ DEGREE RECEIVED AND DATE _____________, ANDREWS ID NUMBER _____________

PLEASE LIST ALL OTHER COLLEGES AND UNIVERSITIES YOU HAVE ATTENDED (Use an additional sheet if necessary):

1) Name of Institution __________________________    4) Name of Institution __________________________
Attended From (MO/YR): _____________ To (MO/YR): _____________
City, State, Country ________________    City, State, Country ________________
Degree and Major Completed ____________________________
Actual Date of Completion ____________________________

2) Name of Institution __________________________    5) Name of Institution __________________________
Attended From (MO/YR): _____________ To (MO/YR): _____________
City, State, Country ________________    City, State, Country ________________
Degree and Major Completed ____________________________
Actual Date of Completion ____________________________

3) Name of Institution __________________________    6) Name of Institution __________________________
Attended From (MO/YR): _____________ To (MO/YR): _____________
City, State, Country ________________    City, State, Country ________________
Degree and Major Completed ____________________________
Actual Date of Completion ____________________________

DISABILITY SERVICES: Qualified students with disabilities are encouraged to inform the university of their disability and enter into a dialogue regarding ways in which the university might reasonably accommodate them. The university can only respond to what it knows. It is the student’s responsibility to provide necessary documentation of disabilities from a qualified, licensed professional before accommodation can be considered. For more information, contact Student Services at 269.471.3215.

PLEASE READ AND SIGN: The information I have provided is complete and accurate, and I understand that any omission of information could significantly delay my acceptance. I further understand that any falsification of admission documents is reason for immediate cancellation of my application and/or denial to Andrews University.

SIGNATURE __________________________    DATE _____________

(Office Use Only)
In-process Entry Date _____________ By ________    Residence Hall App. Sent _____________ By ________
Housing Application Sent _____________ By ________    Medical Forms Sent _____________ By ________

END
STATEMENT OF PURPOSE

Type or print a statement of approximately 500 words (master's level applicants), 600 words (doctoral level applicants), or 350 words (MAPMin or MAYM applicants). List your objectives for seeking the degree to which you are applying. Include the nature and purpose of your interest in pursuing graduate education to meet your personal, professional, and academic goals; your philosophical perspective; and an indication of what you hope to accomplish professionally in ten years following the completion of your proposed course of study. (Use a second sheet if more space is needed). MA Communication applicants: Please refer to the directions on the additional form.
PROFESSIONAL HISTORY

Please include positions or jobs held during the last ten years. If you prefer, you may submit your current resume. MSW applicants **must** submit a resume. If more space is needed, please use a separate sheet.

<table>
<thead>
<tr>
<th>EMPLOYING ORGANIZATION</th>
<th>TITLE OR OFFICE</th>
<th>LOCATION</th>
<th>DATES: FROM</th>
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**SPECIAL PROJECTS**

Please use this space to tell us about any special projects undertaken in connection with your professional or previous studies. This includes any published books or articles. Use an additional sheet if necessary.

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SIGNATURE ___________________________ DATE ___________________________

PRINT NAME ___________________________
APPLICANT INFORMATION AND AUTHORIZATION—TO BE COMPLETED BY APPLICANT

FULL NAME

DEGREE PROGRAM FOR WHICH YOU ARE APPLYING

BIRTH DATE (M/D/Y) _______________________________ U.S. SOCIAL SECURITY NUMBER ________________

Please provide the information requested above, and take or mail this evaluation form to a person who knows you well. At least one form should be filled out by a college teacher in your proposed area of specialization, and another by a work/field practicum supervisor or a minister of religion. Urge them to return these forms to us immediately, since your application will not be processed until our office receives these evaluations. If the forms are to be returned from outside the United States, affix the required airmail postage. NOTE: Please do not request relatives to submit recommendation forms. If you are applying for a MAPMin degree, please find the recommendation form for the Conference President or Administrative Executive of your employing organization in the pocket.

☐ I waive my rights to examine this evaluation. ☐ I do not waive my rights to examine this evaluation.

SIGNATURE ___________________________ DATE ________________

RECOMMENDATION—TO BE COMPLETED BY RECOMMENDER

The above-named applicant is applying for graduate school and considers you to be in a position to evaluate his/her ability to successfully pursue a graduate program. If the applicant has checked above that he/she does not waive his/her rights to examine this evaluation, he/she will have the right to examine it. Please return this form today in order to expedite the evaluation of this candidate’s application. We will appreciate a confidential assessment from you concerning this applicant. Thank you for your cooperation.

HOW LONG HAVE YOU KNOWN THE APPLICANT? ________________ IN WHAT CAPACITY? ________________

Please rate the applicant on each characteristic as compared to other students at the same level by filling in the appropriate circle.

CHARACTERISTICS SUPERIOR EXCELLENT GOOD AVERAGE BELOW AVERAGE UNKNOWN

MOTIVATION FOR GRADUATE WORK ☐ ☐ ☐ ☐ ☐ ☐

INTELLECTUAL ABILITY FOR GRADUATE WORK ☐ ☐ ☐ ☐ ☐ ☐

BREADTH OF GENERAL KNOWLEDGE ☐ ☐ ☐ ☐ ☐ ☐

UNDERSTANDING OF MAJOR FIELD ☐ ☐ ☐ ☐ ☐ ☐

ABILITY TO ANALYZE IDEAS ☐ ☐ ☐ ☐ ☐ ☐

ETHICAL STANDARDS AND INTEGRITY ☐ ☐ ☐ ☐ ☐ ☐

INTERPERSONAL RELATIONS ☐ ☐ ☐ ☐ ☐ ☐

PROFESSIONALISM ☐ ☐ ☐ ☐ ☐ ☐

ORGANIZATIONAL ABILITY ☐ ☐ ☐ ☐ ☐ ☐

LEADERSHIP ABILITY ☐ ☐ ☐ ☐ ☐ ☐

DEPENDABILITY ☐ ☐ ☐ ☐ ☐ ☐

EMOTIONAL STABILITY ☐ ☐ ☐ ☐ ☐ ☐

PROMISE IN RESEARCH/SCHOLARSHIP/ENDEAVOR ☐ ☐ ☐ ☐ ☐ ☐

POTENTIAL FOR SERVICE IN CHOSEN FIELD ☐ ☐ ☐ ☐ ☐ ☐

Overall, how do you rate this applicant as a candidate for a graduate program at Andrews University?

☐ HIGHLY RECOMMEND ☐ RECOMMEND ☐ RECOMMEND WITH RESERVATION ☐ DO NOT RECOMMEND

For applicants whose first language is not English, please provide your evaluation of the applicant’s proficiency in the use of English: ____________________________

ON A SEPARATE SHEET OF PAPER: Please provide your candid assessment of the applicant’s strengths and weaknesses. In your opinion, does the applicant possess the intellectual and personal qualifications necessary for success in graduate work? What do you think is the applicant’s potential for a successful career in the field? How might we help this applicant become successful?

SIGNATURE ___________________________ NAME (PLEASE PRINT) ___________________________ DATE ________________

INSTITUTION ___________________________ POSITION ___________________________ PHONE NUMBER ( _____ ) ____________

MAILING ADDRESS ___________________________
APPLICANT INFORMATION AND AUTHORIZATION—TO BE COMPLETED BY APPLICANT

FULL NAME ____________________________________________________________

DEGREE PROGRAM FOR WHICH YOU ARE APPLYING ____________________________________________________________

BIRTH DATE (M/D/Y) ________________ U.S. SOCIAL SECURITY NUMBER ________________

Please provide the information requested above, and take or mail this evaluation form to a person who knows you well. At least one form should be filled out by a college teacher in your proposed area of specialization, and another by a work/field practicum supervisor or a minister of religion. Urge them to return these forms to us immediately, since your application will not be processed until our office receives these evaluations. If the forms are to be returned from outside the United States, affix the required air mail postage. NOTE: Please do not request relatives to submit recommendation forms. If you are applying for a MAPMin degree, please find the recommendation form for the Conference President or Administrative Executive of your employing organization in the pocket.

☐ I waive my rights to examine this evaluation.

☐ I do not waive my rights to examine this evaluation.

SIGNATURE ___________________________ DATE ___________________________

RECOMMENDATION—TO BE COMPLETED BY RECOMMENDER

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HOW LONG HAVE YOU KNOWN THE APPLICANT? ___________________________ IN WHAT CAPACITY?_____________________________

Please rate the applicant on each characteristic as compared to other students at the same level by filling in the appropriate circle.

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Overall, how do you rate this applicant as a candidate for a graduate program at Andrews University?

☐ HIGHLY RECOMMEND ☐ RECOMMEND ☐ RECOMMEND WITH RESERVATION ☐ DO NOT RECOMMEND

For applicants whose first language is not English, please provide your evaluation of the applicant’s proficiency in the use of English: ____________________________________________________________

ON A SEPARATE SHEET OF PAPER: Please provide your candid assessment of the applicant’s strengths and weaknesses. In your opinion, does the applicant possess the intellectual and personal qualifications necessary for success in graduate work? What do you think is the applicant’s potential for a successful career in the field? How might we help this applicant become successful?

SIGNATURE ___________________________ NAME (PLEASE PRINT) ___________________________ DATE ___________________________

INSTITUTION ___________________________ POSITION ___________________________ PHONE NUMBER (______) ___________________________

MAILING ADDRESS ____________________________________________________________
APPLICANT INFORMATION AND AUTHORIZATION (TO BE COMPLETED BY APPLICANT)

LAST/FAMILY NAME ____________________________, FIRST NAME ____________________________

MIDDLE NAME ____________________________, MAIDEN/PREVIOUS NAME(S) ____________________________

Please provide the information requested above, and take or mail this evaluation form to your Conference President, or the Administrative Executive of your employing organization. Urge them to return this form to us immediately, since your application will not be processed until our office receives these evaluations. If the forms are to be returned from outside the United States, affix the required air mail postage.

☐ I waive my rights to examine this evaluation.  ☐ I do not waive my rights to examine this evaluation.

SIGNATURE ____________________________ DATE ____________________________

RECOMMENDATION (TO BE COMPLETED BY THE APPLICANT’S CONFERENCE PRESIDENT OR ADMINISTRATIVE EXECUTIVE)

The above-named applicant is applying for graduate school and requires a recommendation from you in order to process their application. If the applicant has checked above that he/she does not waive his/her right to examine this evaluation, he/she will have the right to examine it. Please return this form today in order to expedite the evaluation of this candidate's application. We will appreciate a confidential assessment from you concerning this applicant. Thank you for your cooperation.

HOW LONG HAVE YOU KNOWN THE APPLICANT? ____________________________ IN WHAT CAPACITY? ____________________________

Please comment on the following items with respect to the applicant:

CHARACTER AND INTEGRITY ____________________________________________________________

INTERPERSONAL RELATIONS ____________________________________________________________

INTELLECTUAL CAPACITY ____________________________________________________________

EMOTIONAL STABILITY _________________________________________________________________

POTENTIAL FOR A SUCCESSFUL CAREER IN MINISTRY ______________________________________

APPLICANT’S STRENGTHS AND WEAKNESSES ____________________________________________

HOW MIGHT WE HELP THIS APPLICANT THE MOST? ______________________________________

IS IT YOUR PLAN TO EMPLOY THIS APPLICANT UPON HIS/HER RETURN TO YOUR FIELD?  ☐ YES  ☐ NO

IF IT IS NOT YOUR PLAN TO EMPLOY HIM/HER, COULD YOU RECOMMEND HIM/HER WITHOUT RESERVATION FOR EMPLOYMENT IN ANOTHER FIELD?  ☐ YES  ☐ NO

DO YOU KNOW OF ANY REASON WHY THIS APPLICANT COULD NOT BE EMPLOYED AS A SEVENTH-DAY ADVENTIST MINISTER? ____________________________________________

THE APPLICANT WILL BE OFFICIALLY SPONSORED FOR THE MAPMIn DEGREE PROGRAM BY THIS CONFERENCE/INSTITUTION ☐ YES  ☐ NO

SIGNATURE ____________________________ NAME (PLEASE PRINT) ____________________________ DATE ____________________________

CONFERENCE/INSTITUTION ____________________________ POSITION ____________________________
I am making application to attend Andrews University. Please forward an official copy of my transcript to the address listed below showing all my classwork taken at your institution. Include the grades and credits for each class. I have included the appropriate transcript fee. If for any reason you cannot comply with this request, please inform me and the Graduate Admissions Office of Andrews University at the address listed below. NOTE: Please send the transcript in both the original language of your country and a literal translation into English if English is not the official language of your country.

GRADUATE ADMISSIONS OFFICE
ANDREWS UNIVERSITY
BERRIEN SPRINGS, MI 49104-0620, USA

U.S. SOCIAL SECURITY NUMBER __________-________-________
BIRTH DATE (M/D/Y) __________________________

NAME (Please print as appears on record) __________________________

HOME ADDRESS: STREET NAME __________________________
CITY __________________________ STATE ____________ ZIP CODE ____________ COUNTRY ____________

SIGNATURE __________________________ DATE __________________________

TO THE REGISTRAR AT:

NAME OF INSTITUTION __________________________

ADDRESS: STREET NAME __________________________
CITY __________________________ STATE ____________ ZIP CODE ____________ COUNTRY ____________

I am making application to attend Andrews University. Please forward an official copy of my transcript to the address listed below showing all my classwork taken at your institution. Include the grades and credits for each class. I have included the appropriate transcript fee. If for any reason you cannot comply with this request, please inform me and the Graduate Admissions Office of Andrews University at the address listed below. NOTE: Please send the transcript in both the original language of your country and a literal translation into English if English is not the official language of your country.

GRADUATE ADMISSIONS OFFICE
ANDREWS UNIVERSITY
BERRIEN SPRINGS, MI 49104-0620, USA

U.S. SOCIAL SECURITY NUMBER __________-________-________
BIRTH DATE (M/D/Y) __________________________

NAME (Please print as appears on record) __________________________

HOME ADDRESS: STREET NAME __________________________
CITY __________________________ STATE ____________ ZIP CODE ____________ COUNTRY ____________

SIGNATURE __________________________ DATE __________________________
### Health Care Provider Must Complete: REQUIRED

To protect your health, and to be in compliance with the Michigan Department of Public Health and the Advisory Council on Immunization Practices, Andrews University requires proof of vaccination or immunity to measles, mumps, and rubella, as well as evaluation for tuberculosis prior to registration.

#### M.M.R.
- Two doses required
- DOSE 1: GIVEN AT AGE 12 MONTHS OR LATER
  - M/D/Y / / 
- DOSE 2: GIVEN AT AGE 4-6 OR LATER
  - M/D/Y / / 
- RUBEOLA (MEASLES) ANTIBODY TITER
  - M/D/Y / / 

#### Tuberculosis (TB) Screening
- Required within 6 months prior to registration
- TB SKIN TEST
  - M/D/Y / / 
- RESULTS:
  - ○ NEGATIVE
  - ○ POSITIVE
- MM OF IN DURATION
  - ○ UNKNOWN
- BCG GIVEN:
  - ○ YES
  - ○ NO
  - ○ UNKNOWN

#### Chest X-ray
- Required within one year only if TB skin test is positive
- CHEST X-RAY DATE
  - M/D/Y / / 
- CHEST X-RAY RESULTS
  - ○ POSITIVE, EVIDENCE OF ACTIVE TB
  - ○ NEGATIVE
  - ○ NEGATIVE, EVIDENCE OF INACTIVE TB
HEALTH CARE PROVIDER MUST COMPLETE: RECOMMENDED

The following vaccinations are recommended. You should discuss these with your physician or other health care provider. Individual vaccination may be required as a prerequisite to clinical rotations (HEPATITIS B), or encouraged, if injured (TETANUS). This list does not include immunization that may be recommended only as a part of study or travel abroad.

TETANUS-DIPHTHERIA
Primary series with DTaP or DTP and booster at 4-6 year and every 10 years thereafter

|-------------------|-------------------|-------------------|-------------------|-------------------|

- IMMUNIZATION LIKELY, NO RECORDS
- NOT IMMUNIZED

HEPATITIS B
Three doses of vaccine or a positive Hepatitis B Surface Antibody (HBSAb)

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<th>DOSE 2: M/D/Y / /</th>
<th>DOSE 3: M/D/Y / /</th>
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</table>

- IMMUNIZATION LIKELY, NO RECORDS
- NOT IMMUNIZED

VARICELLA
History of chickenpox, or a positive varicella antibody titer, or two doses of vaccine at least one month apart (if immunized after age 13) indicates immunity

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<tr>
<th>HISTORY OF DISEASE</th>
<th>YES</th>
<th>NO</th>
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- IMMUNIZATION LIKELY, NO RECORDS
- NOT IMMUNIZED

MENINGOCOCCUS
Recommended for freshman students, age 25 and below, living in a residence hall and for individuals with immunodeficiency or who have had a splenectomy

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<th>VACCINATION M/D/Y / /</th>
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- IMMUNIZATION LIKELY, NO RECORDS
- NOT IMMUNIZED

INFLUENZA
Annual immunization, in the late fall, recommended to avoid disruption to academic responsibilities and strongly recommended for those with diabetes, asthma, heart disease, and certain other chronic diseases.

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<th>VACCINATION M/D/Y / /</th>
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- IMMUNIZATION LIKELY, NO RECORDS
- NOT IMMUNIZED

HEALTH CARE PROVIDER

FIRST NAME ___________________________ LAST NAME ___________________________

STREET ADDRESS ___________________________

CITY________________________ STATE __________ ZIP CODE __________ COUNTRY ______________________

TELEPHONE ___________ FAX NUMBER ___________

SIGNATURE ___________________________ DATE ___________________________

END
IMPORTANT INFORMATION ABOUT HOUSING, DEPOSIT PAYMENT, AND DEPOSIT REFUND—PLEASE READ CAREFULLY

All single undergraduates under 22 years of age should plan on living in the residence hall, unless living full-time with parents in the community. Forms for community housing are available from the Student Services at 269.471.6686, and must be completed in person before financial registration can be completed.

Your residence hall application and a $150.00 (U.S. funds) room deposit must be received before your room can be assigned. Once housing is assigned, the deposit is forfeited if you fail to move in for the semester specified or do not cancel before the session's deadline. Upon proper check-out, your deposit will be transferred back to your account. Before moving into the residence hall, you must be financially cleared to attend Andrew University. Please do this in Registration Central before the August 15 deadline.

The housing request indicates your willingness to accept all residence hall regulations. Read carefully and answer each question; write more if needed.

NOTE: This application can also be completed electronically in Registration Central once you have been accepted to Andrews University.

PERSONAL DATA

U.S. SOCIAL SECURITY NUMBER (if applicable)

FIRST NAME ________________________________ LAST NAME ________________________________

HOME: STREET ADDRESS ________________________________

CITY ________________________________ STATE ________________ COUNTRY __________________ COUNTRY ________________ ZIP CODE ________________________________

HOME TELEPHONE ________________________________ EMAIL ADDRESS ________________________________

TEMPORARY MAILING ADDRESS (If different than above) ________________________________

CITY ________________________________ STATE ________________ COUNTRY __________________ COUNTRY ________________ ZIP CODE ________________________________

TEMPORARY TELEPHONE ________________________________ AT TEMPORARY ADDRESS FROM M/D/Y ________________ TO M/D/Y ________________

NAME OF LAST SCHOOL ATTENDED ________________________________

SEX ☐ MALE ☐ FEMALE AGE ________ BIRTH DATE: MONTH ________ DAY ________ YEAR ________

PLANNING TO LIVE IN RESIDENCE HALL FOR WHICH SEMESTERS? CHECK ALL THAT APPLY

☐ SUMMER: YEAR & SESSION(S) ________________________________ ☐ FALL: YEAR ________________ ☐ SPRING: YEAR ________________

ESTIMATED DATE OF ARRIVAL ________________________________ ESTIMATED DATE OF DEPARTURE ________________________________

CLASS STANDING ☐ FIRST-TIME COLLEGE/FRESHMAN ☐ SOPHOMORE ☐ JUNIOR ☐ SENIOR ☐ GRADUATE

ANTICIPATED FIELD OF STUDY ________________________________

ABOUT YOUR HABITS

Please mark all words or phrases that best complete each statement below, or write in your personal response:

I TRY TO KEEP MY ROOM ☐ VERY CLEAN ☐ CLEAN ☐ REASONABLY ORDERLY ☐ PICKED UP ONCE IN A WHILE

WHAT IS YOUR USUAL BEDTIME? ________________________________ AND YOUR USUAL RISING TIME? ________________________________

I AM A ☐ HEAVY SLEEPER ☐ LIGHT SLEEPER

Please turn sheet over to continue
IN MUSIC, I PREFER

- [ ] ALL
- [ ] ALTERNATIVE
- [ ] CHRISTIAN/GOSPEL
- [ ] CLASSICAL
- [ ] COUNTRY
- [ ] HIP-HOP/RAP
- [ ] JAZZ
- [ ] POPULAR
- [ ] R&B
- [ ] ROCK
- [ ] OTHER

TYPE(S) OF MUSIC I STRONGLY DISLIKE

I ENJOY PLAYING MUSIC

- [ ] ALL OF THE TIME
- [ ] EXCEPT WHEN I'M STUDYING
- [ ] EXCEPT WHEN I'M SLEEPING
- [ ] NONE OF THE TIME

ABOUT YOU

Please mark the word or words that best describe you. All are optional, but helpful.

LIFESTYLE ATTITUDES

- [ ] CONSERVATIVE
- [ ] LIBERAL
- [ ] MODERATE

RELIGIOUS AFFILIATION

- [ ] SDA
- [ ] NONE
- [ ] OTHER

RELIGIOUS ATTITUDE

- [ ] STRONG FAITH
- [ ] FAITH
- [ ] INDIFFERENCE

ETHNIC BACKGROUND

- [ ] ASIAN
- [ ] BLACK
- [ ] CAUCASIAN
- [ ] HISPANIC
- [ ] OTHER

STUDY HABITS

- [ ] STUDIOUS
- [ ] STUDY WHEN NEEDED

CONVERSATION STYLE

- [ ] VERY TALKATIVE
- [ ] ENJOY CHATTING
- [ ] ON THE QUIET SIDE

PERSONAL INTERESTS

- [ ] ATHLETICS/WORKING OUT
- [ ] CRAFTS/DESIGN
- [ ] FINE ARTS (MUSIC/ART)
- [ ] MINISTRY/WITNESSING
- [ ] NATURE (CAMPING/HIKING/ANIMALS)
- [ ] READING/Writing
- [ ] VOLUNTEERING
- [ ] OTHER

ROOMMATE INFORMATION

Housing is based on double occupancy, but as space allows, exceptions are made for single occupancy. By requesting single housing, you indicate your willingness to pay the additional 75% single housing fee. Contact us for fee amount and any other questions.

ARE YOU REQUESTING SINGLE HOUSING?  [ ] YES  [ ] NO

IF SPACE ALLOWS, WOULD YOU BE INTERESTED IN LIVING ON A QUIET HALL (ONE DESIGNATED FOR EXCEPTIONAL QUIET)?  [ ] YES  [ ] NO

WOULD YOU PREFER TO ROOM WITH A PERSON HAVING A SIMILAR MAJOR?  [ ] YES  [ ] NO  [ ] INDIFFERENT

WOULD YOU BE INTERESTED IN LIVING WITH SOMEONE FROM OUTSIDE THE U.S.?  [ ] YES  [ ] NO  [ ] INDIFFERENT

WOULD YOU BE INTERESTED IN LIVING WITH SOMEONE OF A RELIGION OTHER THAN YOUR OWN?  [ ] YES  [ ] NO  [ ] INDIFFERENT

WOULD YOU BE OPPOSED TO LIVING WITH SOMEONE WHO HAD A TELEVISION?  [ ] YES  [ ] NO  [ ] INDIFFERENT

WILL YOU BRING A TV?  [ ] YES  [ ] NO

We don’t always know who does or does not have a TV, but we’ll do our best with the information we’re given.

PLEASE TRY TO PLACE ME WITH SOMEONE FROM (NAME OF ACADEMY/HIGH SCHOOL): 

ANY OTHER ROOMMATE ASSIGNMENT FACTORS YOU’D LIKE CONSIDERED:

PROPOSED ROOMMATE INFORMATION

If you have already chosen a roommate, his/her application must be in and a room deposit paid or a new roommate will be assigned.

ROOMMATE’S NAME ___________________________ ROOMMATE’S CLASS STANDING ___________________________

ADDRESS ___________________________

CITY ___________________________ STATE ___________ COUNTRY ___________________________ ZIP CODE ___________

TELEPHONE ___________________________ EMAIL ADDRESS ___________________________

DOES THIS PERSON PLAN TO LIVE WITH YOU?  [ ] YES  [ ] NO
To have your application processed, please submit with this application a $320 application fee ($270 for single students applying with a roommate) payable to Andrews University Housing. Three hundred dollars will be refunded if you cancel, in writing, four (4) weeks before your requested accommodation date. Upon occupancy, $200 becomes your Security Deposit, $100 is a non-refundable cleaning fee ($50 each for roommates), and the remaining $20 is a non-refundable processing fee. NOTE: Undergraduates must be at least 22 years of age to be eligible for single accommodations.

Please indicate your school of attendance: ☐ GRADUATE SCHOOL ☐ SEMINARY ☐ UNDERGRADUATE SCHOOL

PERSONAL INFORMATION

LAST/FAMILY NAME ___________________________ FIRST NAME ___________________________ BIRTH DATE (M/D/Y) ___________________________

ANDREWS ID NUMBER ___________________________ U.S. SOCIAL SECURITY NUMBER ___________________________

HOME: STREET ADDRESS ___________________________ APT # ___________________________

CITY ___________________________ STATE ___________________________ ZIP CODE ___________________________ COUNTRY ___________________________

HOME TELEPHONE (__________) ___________________________ EMAIL ADDRESS ___________________________

Please indicate whether you are applying for single student housing or student family housing. NOTE: Express written permission must be obtained from the Housing Manager for more than one person to occupy a single student apartment. When two singles are allowed to share an apartment there is an additional $20 included in the rent. If you are planning to share your apartment with a roommate, you should apply at the same time for both applications must be received before an apartment can be assigned.

☐ FAMILY ☐ SINGLE ☐ SINGLE (WITH ROOMMATE) NAME OF ROOMMATE (IF APPLICABLE) ___________________________

If you have chosen to apply for student family housing please include the following information. If not, proceed to the next section.

NAME OF SPOUSE ___________________________ ANDREWS ID NUMBER ___________________________

WILL YOUR SPOUSE BE IN CONTINUOUS RESIDENCE WITH YOU? ☐ YES ☐ NO

Please provide the following information about the children who will be living with you:

NAME ___________________________ BIRTH DATE (M/D/Y) ___________________________ ☐ MALE ☐ FEMALE

NAME ___________________________ BIRTH DATE (M/D/Y) ___________________________ ☐ MALE ☐ FEMALE

NAME ___________________________ BIRTH DATE (M/D/Y) ___________________________ ☐ MALE ☐ FEMALE

NAME ___________________________ BIRTH DATE (M/D/Y) ___________________________ ☐ MALE ☐ FEMALE

PERSONAL ASSETS

DO YOU HAVE A PIANO/ORGAN? ☐ YES ☐ NO

DO YOU HAVE A FREEZER? ☐ YES ☐ NO

NOTE: Freezers and pianos/organs are allowed only on ground floors, and by previous arrangement. Please list below the major items of furniture you will bring with you:

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Please turn sheet over to continue
TYPE OF APARTMENT DESIRED

Rental rates generally increase yearly and are effective as of June 1 of the current year. Monthly rent includes utilities, stove and refrigerator, and other furnishings as indicated in the Housing Handbook. One month's rent is required before possession. Please visit our website for approximate costs and information.

SINGLE STUDENT: Please signify your first and second choice. All apartments are furnished. Married students have first priority for one or two-bedroom apartments. NOTE: Co-habitation of opposite sex singles is illegal, according to Michigan Law.

1 2  1 2
○ GARLAND EFFICIENCY  ○ MAPLEWOOD ONE-BEDROOM WITH AIR-CONDITIONING
○ GARLAND ONE-BEDROOM  ○ BEECHWOOD OR MAPLEWOOD TWO-BEDROOM WITHOUT AIR-CONDITIONING

(For two same-sex singles to share, not rented to one person only)

STUDENT FAMILY: Please signify your first through fifth choice. NOTE: Express written permission must be obtained for other than student, spouse and legal dependents to occupy an apartment. Large families have priority for three and four bedroom apartments.

1 2 3 4 5
○ GARLAND (FURNISHED)
○ GARLAND (FURNISHED-ONE ONLY)
○ GARLAND (UNFURNISHED)

1 2 3 4 5
○ GARLAND (FURNISHED)
○ GARLAND (FURNISHED-ONE ONLY)
○ GARLAND (UNFURNISHED)

1 2 3 4 5
○ GARLAND (FURNISHED)
○ GARLAND (FURNISHED-ONE ONLY)
○ GARLAND (UNFURNISHED)

1 2 3 4 5
○ GARLAND (FURNISHED)
○ GARLAND (FURNISHED-ONE ONLY)
○ GARLAND (UNFURNISHED)

1 2 3 4 5
○ GARLAND (FURNISHED)
○ GARLAND (FURNISHED-ONE ONLY)
○ GARLAND (UNFURNISHED)

1 2 3 4 5
○ GARLAND (FURNISHED)
○ GARLAND (FURNISHED-ONE ONLY)
○ GARLAND (UNFURNISHED)

CURRENT INFORMATION

CURRENT LANDLORD’S NAME __________________________ ADDRESS __________________________ PHONE __________________________

PREVIOUS LANDLORD’S NAME __________________________ ADDRESS __________________________ PHONE __________________________

Please indicate your financial resources:  ○ SELF-SPONSORED  ○ GENERAL CONFERENCE/DIVISION SUBSIDY  ○ LOCAL CONFERENCE SPONSORED
○ GOVERNMENT LOANS/GRANTS  ○ OTHER __________________________

IMPORTANT INFORMATION

It is agreed that University Housing shall not be liable to pay nor the applicant entitled to receive compensation for any damage, loss, inconvenience, nuisance or discomfort occasioned because an apartment is not available for whatever cause at or for the time requested. An assigned apartment will not be held for more than one month from the date the assignment letter is sent, or one week beyond the requested accommodation date, if other applicants are waiting. Before receiving an apartment applicants applying for single student housing must submit to the Housing Office (1) a copy of their birth certificate and (2) a copy of their academic acceptance letter. Those applying for student family housing must submit (1) a copy of their marriage certificate, (2) the birth certificate of each dependent child and (3) their academic acceptance letter. There is to be no overcrowding. Maximum of two (2) persons per bedroom, except for children less than 12 years of age. We apologize but we must insist: NO PETS, NO WATERBEDS. Please initial here to indicate that you have read and understood this information: _____

APPLICATION AGREEMENT

By signing this application, you verify that you have carefully read and completed the application to the best of your knowledge, and grant permission to University Housing to do credit and reference checks related to this application. If your application is denied, a refund check, minus the $20 processing fee, will be issued after thirty days from the receipt of your $320 application fee. NOTE: Incomplete applications will be returned. Please photocopy your completed application to retain for your future reference.

SIGNATURE __________________________ DATE __________________________

SPOUSE OR ROOMMATE SIGNATURE (IF APPLICABLE) __________________________ DATE __________________________
EVALUATION INFORMATION

The Sixteen Personality Factor Questionnaire (16PF) is a highly respected means of evaluating personality and is widely used in business and industry to select those applicants for employment who are best suited for particular occupations.

The Seminary has used the 16PF for many years to help assess how well suited students appear to be for the professional duties and responsibilities within ministry.

Some individuals who, in this way, have discovered that they were not well suited for pastoral ministry have found other satisfying avenues of ministry through the insights provided by their test results.

Completion and submission of the test is a required step in the application process, but the test results are not the sole basis for acceptance decisions.

PLEASE READ THESE INSTRUCTIONS CAREFULLY

There are three simple steps which you are asked to take in order to expedite the processing of your application.

1. Provide the information requested at the bottom of this form.

2. To cover the costs of testing, attach your payment of $20.00 (U.S. Funds) to this sheet and return it to the Andrews University Graduate Admissions Office. Make your check payable to Andrews University. NOTE: You may include this amount with your $40 application fee.

3. When you receive the personality evaluation, follow the directions carefully and return the completed test as instructed.

Your application for admission to the Seminary will only be processed to completion after your test responses have been received.

ABOUT THE PROCEDURE

After your application and testing fee have been received, a message will be sent to your email address with directions about how to take the test on the internet. Clear directions will be provided to assist you to complete the computerized test. When your completed test has been processed, a brief summary of your test results will be mailed to you.

APPLICANT INFORMATION

LAST/FAMILY NAME ___________________________ FIRST NAME ___________________________ MIDDLE INITIAL __________

FULL MAILING ADDRESS ___________________________

HOME TELEPHONE (_______) ___________________________ EMAIL ADDRESS ___________________________

I don’t have access to the internet. Please send the test to me on a diskette. O YES O NO

I authorize the Test Administrator to discuss my test results with the program director in order to expedite the processing of my application O YES O NO

My payment of $20.00 (U.S. Funds) to cover the cost of the test processing is attached to this sheet O YES O NO

Please indicate the program to which you are applying: ___________________________