UNDERGRADUATE PROGRAMS

Associate of Arts in Liberal Arts
Associate of Arts in Liberal Arts in Addiction Studies
Bachelor of Arts in Organizational Leadership
Bachelor of Science in Early Childhood Education
Bachelor of Science in Business Administration
Bachelor of Science in Nursing for Registered Nurses
Bachelor of Science in Nursing: Second Degree Nursing Program

ADMISSION REQUIREMENTS

Eastern University’s Graduate and Professional Studies (GPS) offers undergraduate academic programs specifically designed for adult students seeking an opportunity to earn an undergraduate degree.

Associate of Arts in Liberal Arts
Addiction Studies Concentration

- Minimum Age of 21 years of age or older (or independent student or graduate of an accredited two-year college)
- Must be high school graduate and have received a diploma or GED.

Bachelor of Science
Early Childhood Education

- Minimum cumulative GPA of 2.7
- Minimum of 60 transfer credits. Minimum age of 21
  (or independent student or graduate of an accredited two-year college)
- Must be high school graduate and have received a diploma or GED.
- Grammar Assessment Test (Given by the recruiter)

Business Administration

- Minimum cumulative GPA of 2.7
- Minimum of 60 transfer credits. Minimum age of 21 years of age or older
  (or independent student or graduate of an accredited two-year college)
- Must be high school graduate and have received a diploma or GED.

Bachelor of Arts
Organizational Leadership

- Minimum cumulative GPA of 2.0.
- Minimum of 60 transfer credits.
- Minimum age of 21 (or independent student or graduate of an accredited two-year college)
- Must be high school graduate and have received a diploma or GED.

Bachelor of Science in Nursing
Registered Nurses (RN-BSN)

- Copy of current RN License
- Minimum cumulative GPA of 2.0
- Minimum of 60 transfer credits

Second Degree Nursing Program (BSN Two2)

- Must hold a Bachelor’s degree from a regionally accredited institution with a minimum cumulative undergraduate GPA of 3.0.
- Prerequisite courses required

General Studies Courses
No additional requirements
Undergraduate Application for Admission

CHECKLIST

To be considered for admission to Eastern University’s GPS undergraduate programs, please complete, sign, and return the application for admission with your application fee and essay. Forward the transcript request forms as directed.

- Completed and signed application for admission
- A non-refundable $25.00 application fee payable to Eastern University
- Current resume or CV indicating work and educational history and professional affiliations
- Contact information (name, title, telephone number, email address) for two professional recommendations
- Official high school transcript/GED certificate
  - Request official high school transcript/GED certificate
  - Avoid delays. Request your transcripts early. (Transcripts requested from the Philadelphia School District may take as long as three months to be received.)
  - Send the enclosed request form to your high school, if required. (Some schools charge a small processing fee so we suggest you contact the school to determine its requirements before mailing the request.)
  - Be sure to indicate any other names you have used such as maiden, married, family name, etc.
- Official Post-secondary transcript(s)
  - Request an official transcript from EACH college or post-secondary institution attended. These must be mailed directly from the institution to the GPS Admissions Department in a sealed envelope.
  - Avoid delays. Request your transcripts early.
  - Transcript request forms have been provided in this application portfolio packet and can be downloaded from the GPS web site if additional copies are needed. Please mail one directly to each college/institution you attended. (Contact the college/institution for its fees and transcript processing requirements.)
- Personal Essay (See other side for program-specific essay questions and directions.)
- Graduates of an educational system outside the United States whose language of instruction was not English must submit an official score report with a minimum acceptable score from the Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS). Minimum acceptable scores for TOEFL are 79 for the Internet-based test, 213 for the computer-based test, and 550 for the paper-based test. The minimum acceptable IELTS score is 6.5.
- Disclosure of Online Learning Expectations (DOLE Form)

IMPORTANT INFORMATION

- Completed and signed original documents are required for all application forms. Faxed transcripts are considered unofficial documents and are not acceptable for admission to the University. Completed applications with all necessary documentation are reviewed on a regular basis.
- Applicants are responsible for supplying all necessary documentation to Eastern University. The University will not inform an applicant when documentation arrives. It is the individual applicant’s responsibility to monitor the status of his/her application file and to ensure the completion of his/her file.
- Once the application, application fee, official transcript(s), resume, recommenders’ contact information, essay, DOLE form and any additional credentials required have been received, the applicant’s records will be evaluated and he/she will receive notice of admission status by mail.
- Applicants interested in applying for Financial Aid should contact the Student Aid Office at 610-341-5842 or www.eastern.edu/centers/finaid
- From time to time, personal interviews may be requested by a program director and/or admissions director prior to an admission decision being rendered.
- Applications, documentation and application fee are valid for two years upon receipt by the University.
- Eastern University is accredited by the Middle States Commission on Higher Education (MSCHE) and does not discriminate in any of its policies, programs, or activities on the basis of gender, race, handicap, marital or parental status, or national or ethnic origin.
This application requirement is designed to provide Eastern University with a recent sample of your writing. Your completed essay will serve as a significant component of your application materials and will help determine your eligibility for admission to our program. This essay will become the property of Eastern University after its submission and may be used for internal research purposes; we can neither return nor comment upon your personal essay.

**DIRECTIONS**

- Choose your program (from the list of programs below) and, on a separate sheet of paper type and double space your response, to the related essay question. All essays must be 300-500 words in length.

- The following reference materials may be used in the composition of this essay: spell check, a grammar handbook, a dictionary, and/or a thesaurus.

- Because we expect this sample to be a true reflection of your personal thoughts and academic abilities, no other person may assist you in the reading, writing, or editing associated with this essay.

- If you include quotes or paraphrases from other sources (e.g. the Internet, a book, a magazine article), the source(s) must be cited. Failure to cite sources will be considered plagiarism and may result in the denial of your application for admission.

- Rewriting of your essay after submission is **NOT** permitted.

- Your essay should be typed-written and single-spaced.

- Your essay may include some information from outside sources. If source information is included, you must: Highlight where in your essay this information is located and state the name of the source and year, indicating how recent the information is.

**PROGRAMS**

**Associate and Bachelor Degree Programs**

**Essay Question:** How will a degree from Eastern University benefit you in your life and work?

**Bachelor of Arts in Organizational Leadership**

**Essay Question:** News reports of ethical misconduct in business and other types of institutions has been a frequent occurrence in recent months. State your position on the role of leadership (positive and/or negative) in either helping or hindering the creation of an organizational climate that fosters integrity.

- Your essay must be organized around an introductory claim or thesis statement that reflects your viewpoint on leadership and ethics.
- Your essay should be 350-500 words in length.

**Accelerated Undergraduate Education Programs**

**Essay Question:** Write a reflection about a person you feel personifies the attributes of Eastern’s missions which are: faith, reason, and justice.

- Be sure to address each of the three attributes in your essay. Use standard essay format: Introduction with thesis, supporting body paragraphs, and a concluding paragraph.

**Second Degree Nursing Program**

**Essay Question:** Describe how the Second Degree Nursing Program will help you achieve your personal and professional goals.

Please submit your completed essay by mail, email, or fax to the address below:

Eastern University
GPS Admissions
1300 Eagle Road
St. Davids, PA 19087-3696

Email: gpsadm@eastern.edu
Fax: 610-225-5601
Undergraduate Application for Admission

Undergraduate Programs Please refer to cover page for complete list of eligible majors.
Please check the appropriate box to indicate the degree in which you are interested.

☐ Associate Degree  Please list intended concentration ______________________________

☐ Bachelor’s Degree  Please list intended major ______________________________

Class location preferred ____________________  When do you plan to enroll? ☐ Fall 20___  ☐ Spring 20___  ☐ Summer 20___

Personal Information
Please print clearly or type

Name ___________________________________________________________

First   Middle Initial   ☐ Mr.  ☐ Mrs.  ☐ Ms.

Mailing Address ___________________________________________________________

City                                           State                                           Zip                                           Country

Primary Phone (___) ______________________   ☐ Home  ☐ Cell

Secondary Phone (___) _______________________   ☐ Home  ☐ Cell

Email _________________________________________  Country of Birth ______________________________

Social Security Number ___________________________  Date of Birth _________/_________/___________

   Month   Day   Year

Are you a U.S. citizen? ☐ Yes  ☐ No

If no, country of citizenship ______________________________  Visa Type, Number ______________________________

The following information is optional and for institutional research purposes only:
How Do You Describe Yourself? Your response to these two questions is voluntary and will not be used in making a decision about admissions or employment. This information will be used by the University and government agencies for research and statistical purposes. Please refer to the enclosed sheet for Race and Ethnicity Guidelines.

Gender ☐ Male  ☐ Female

Ethnicity: Are you Hispanic or Latino? (Please choose one answer.)

☐ Yes  ☐ No

Race: What is your race? (Please choose one or more below.)

☐ American Indian or Alaskan Native

☐ Asian

☐ Black or African American

☐ Native Hawaiian or Other Pacific Islander

☐ White
Undergraduate Application for Admission

Employment Information

Are you currently employed?  □ Yes  □ No  □ Full-time  □ Part-time

Employer’s Name ___________________________________________ Phone ________________________________

Employer’s Address _________________________________________

City ___________________________ State ___________ Zip/Postal Code ___________ Country ________________

Job Title ____________________________________________

Education Information

Please check one  □ High School Graduate- Year of Graduation ________________  □ GED Certificate- Year Issued _______

High School Name  City  State  Country
_________________________  ___________________  ___________  _________

Any previous names that will appear on your transcripts (maiden, married, family name, etc.) __________________________________________

List all post secondary colleges, universities, graduate and professional schools you have attended for credit. (Include Eastern University if you previously attended.) Also, if applicable, list branch of military service, college credit tests taken (CLEP, PEP, DANTES, USAFI) and certificates and/or licenses earned.

Institution Name  Dates Attended  Total Hours/Credits
_________________________  From ___________________  To ___________________  ___________
_________________________  From ___________________  To ___________________  ___________
_________________________  From ___________________  To ___________________  ___________

Additional Information

Have you ever been convicted of a crime in the United States or any other country?  □ Yes  □ No

If yes, please explain __________________________________________

How did you hear about Eastern? __________________________________

Please list any other colleges and universities to which you are applying or plan to apply. ________________________________

___________________________________________________________________________

___________________________________________________________________________

___________________________________________________________________________
Undergraduate Application for Admission

Contact information for two professional recommendations:

Name_________________________________________  Name_________________________________________
Title_________________________________________  Title_________________________________________
Telephone Number______________________________  Telephone Number______________________________
Email Address___________________________________  Email Address___________________________________

PLEASE READ AND SIGN

I understand that I am responsible for the submission and receipt, by the University, of official transcripts of my records, and that the University will accept, as its own property and for its permanent file, only those official transcripts issued directly by each institution I have attended.

I understand it is my responsibility as an applicant to the University to monitor the status of my application and to ensure the completion of my admission file.

Formal admission to Eastern University as a degree/certificate candidate is granted only after all admission materials have been received, all admission requirements met, and formal notification of acceptance has been issued.

I have allowed no one to assist me in the reading, writing or editing of my essay. I understand that I am allowed only one submission of my essay, and I give permission to Eastern University to use my essay for internal research purposes.

I certify that the information that I have herein provided is true to the best of my knowledge and realize that any falsification of information may release the University from considering my application for admission or may lead to dismissal from the University at a later date.

I understand that to earn an Associate’s degree I will need a minimum of 61 credits and successful completion of the program to be eligible for graduation.

I understand that to earn a Bachelor’s degree I will need a minimum of 121 credits and successful completion of the major and core requirements to be eligible for graduation.

All students must complete the final 32 credits of their degree at Eastern University.

Signature_________________________________________  Date_______________________

Please mail completed and signed form with $25.00 application fee to:

Eastern University
GPS Admissions
1300 Eagle Road
St. Davids, PA 19087-3696

Eastern University is accredited by the Middle States Commission on Higher Education (MSCHE) and does not discriminate in any of its policies, programs, or activities on the basis of gender, race, handicap, marital or parental status, color, or national or ethnic origin.
Disclosure of Online Learning Expectations

Eastern University courses are either fully on-ground, blended/hybrid (part on-ground, part online) or entirely online. A level of technological competency and access to a computer is required to function effectively for all courses. Read the following sections outlining technology requirements and expectation for coursework.

Please sign and return this document to the Admissions office.

<table>
<thead>
<tr>
<th>Technology</th>
<th>Access to:</th>
</tr>
</thead>
<tbody>
<tr>
<td>Operating System</td>
<td>XP Service Pack 3, Vista Business or Premium(^1), Windows 7, Apple Leopard or above</td>
</tr>
<tr>
<td>Processor</td>
<td>1 Ghz or better, 2 + Ghz preferred</td>
</tr>
<tr>
<td>Hard Drive</td>
<td>80 GB for new equipment (20 GB minimum), 160 +GB preferred</td>
</tr>
<tr>
<td>Memory/RAM</td>
<td>2 GB, 3 GB preferred</td>
</tr>
<tr>
<td>Software</td>
<td>Microsoft Office 2007(^2), Microsoft Office for Mac 2008 (Word, PowerPoint, Excel)</td>
</tr>
<tr>
<td></td>
<td>Current versions of: Anti-virus software (e.g. McAfee 8.x), Adobe Reader 8.x or higher, Anti-spyware software for PC (Adaware or Spybot, downloadable free from the web)</td>
</tr>
<tr>
<td>Internet Connection</td>
<td>Dial-up is not permitted(^4), Broadband connection (DSL, FiOS, cable, etc.), Wireless-802.11 b/g</td>
</tr>
<tr>
<td>Web browser</td>
<td>Current versions of either: Mozilla Firefox 5.x, Internet Explorer 7 or higher</td>
</tr>
<tr>
<td></td>
<td>For Mac: Safari or Mozilla Firefox 5.x</td>
</tr>
<tr>
<td></td>
<td>Java 6.x(^{3})</td>
</tr>
<tr>
<td>Communication Tool</td>
<td>Web cam (optional), Microphone &amp; headset (needed for Wimba)</td>
</tr>
</tbody>
</table>

\(^1\)Due to system compatibility issues, students using Windows Vista, Home Basic Edition need to know that they may have difficulty accessing our online systems, and they will not be able to access wireless networks at our St. Davids, Palmer Seminary, 18th/JFK, Harrisburg, and Falls Center campuses. Vista Business and Premium editions are fine.

\(^2\)GPS students are eligible to purchase software (including MSOffice 2007) at a discount through Eastern University’s partnership with JourneyEd software. You will need to provide them proof of enrollment. A copy of your acceptance letter is acceptable. Go to link for further information: http://www.eastern.edu/academic/gps/st_services/discount_computers.html

\(^3\)It is a requirement that students be able to open Office 2007 files. Please go to this link to install the free compatibility pack if you have Office 2003: http://www.microsoft.com/downloads/details.aspx?FamilyID=941b3470-3ae9-4aee8f43-c6bb74cd1466&displaylang=en

\(^4\)Due to course requirements in an on-line delivery format (e.g., video conferencing and streaming, uploading and downloading large files), a dial-up connection is insufficient and high speed internet access is required.

Computer Skills Expectations

- Log on and log off
- Open and close programs
- Navigate the Internet and Web sites
- Use the left and right mouse buttons
- Run CD’s/disks on a computer
- Use a mouse to drag and drop
- Attach documents to email messages
- Download documents and programs to a computer
- Use a word processing program such as Microsoft Word
- Send and receive emails

Online Experience

Completion of the Eastern University online Blackboard tutorial is expected. I understand that this should take place prior to my first online course session.

Eastern Email

Use of your Eastern email account for all school-related communication is expected.

My signature below indicates that I have read and will meet these above expectations.

Name ____________________________________________________________

Signature ______________________________________ Date _____________

Due to system compatibility issues, students using Windows Vista, Home Basic Edition need to know that they may have difficulty accessing our online systems, and they will not be able to access wireless networks at our St. Davids, Palmer Seminary, 18th/JFK, Harrisburg, and Falls Center campuses. Vista Business and Premium editions are fine.

GPS students are eligible to purchase software (including MSOffice 2007) at a discount through Eastern University’s partnership with JourneyEd software. You will need to provide them proof of enrollment. A copy of your acceptance letter is acceptable. Go to link for further information: http://www.eastern.edu/academic/gps/st_services/discount_computers.html

It is a requirement that students be able to open Office 2007 files. Please go to this link to install the free compatibility pack if you have Office 2003: http://www.microsoft.com/downloads/details.aspx?FamilyID=941b3470-3ae9-4aee8f43-c6bb74cd1466&displaylang=en

Due to course requirements in an on-line delivery format (e.g., video conferencing and streaming, uploading and downloading large files), a dial-up connection is insufficient and high speed internet access is required.

Computer Skills Expectations

- Log on and log off
- Open and close programs
- Navigate the Internet and Web sites
- Use the left and right mouse buttons
- Run CD’s/disks on a computer
- Use a mouse to drag and drop
- Attach documents to email messages
- Download documents and programs to a computer
- Use a word processing program such as Microsoft Word
- Send and receive emails

Online Experience

Completion of the Eastern University online Blackboard tutorial is expected. I understand that this should take place prior to my first online course session.

Eastern Email

Use of your Eastern email account for all school-related communication is expected.

My signature below indicates that I have read and will meet these above expectations.

Name ____________________________________________________________

Signature ______________________________________ Date _____________
As reference for the race and ethnicity questions in the application please refer to the definitions below provided by the Eastern University Office of Institutional Research.

Hispanic or Latino

A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.

American Indian or Alaska Native

A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment.

Asian

A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand and Vietnam.

Black or African American

A person having origins in any of the black racial groups of Africa.

Native Hawaiian or Other Pacific Islander

A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands.

White

A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
APPLICANT PLEASE NOTE:

- Some schools charge a small processing fee. Please contact the school to determine its requirements before mailing this request.
- DO NOT send this form directly to Eastern University.

Mail this form to the Institution from which the transcript is being requested.

Personal Information
Please print clearly or type

Name ____________________________________________

Last ___________ First ___________ Middle Initial ___________ Mr. □ Mrs. □ Ms. □

Mailing Address ____________________________________________

________________________________________________________________________

City ___________ State ___________ Zip ___________ Country ___________

Primary Phone (___) ____________________________ □ Home □ Cell

Secondary Phone (___) ____________________________ □ Home □ Cell

Email ____________________________________________

Fax number ______________________________________

Social Security Number ____________________________

Date of Birth ___________/_________/__________

Month ___________ Day ___________ Year ___________

Dates Attended From ____________________________ To ____________________________

Name used when attending this institution or taking GED __________________________________

Number of transcript copies ordered ____________________ Check or money order enclosed for $________________

Applicant’s Signature ____________________________________________ Date ___________

To the Registrar
Official transcript must include seal, signature, and date.

• Mail Transcript to: Eastern University
  GPS Admissions 1300
  Eagle Road
  St. Davids, PA 19087-3696
Undergraduate Application for Admission
Request for Official Transcript

Undergraduate Application for Admission
Request for Official Transcript

APPLICANT PLEASE NOTE:

- Some schools charge a small processing fee. Please contact the school to determine its requirements before mailing this request.
- DO NOT send this form directly to Eastern University.

Mail this form to the Institution from which the transcript is being requested.

### Personal Information

Please print clearly or type

<table>
<thead>
<tr>
<th>Name</th>
<th>Last</th>
<th>First</th>
<th>Middle Initial</th>
<th>Mr.</th>
<th>Mrs.</th>
<th>Ms.</th>
</tr>
</thead>
<tbody>
<tr>
<td>Mailing Address</td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>City</th>
<th>State</th>
<th>Zip</th>
<th>Country</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Primary Phone (___)</th>
<th>Home</th>
<th>Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Secondary Phone (___)</th>
<th>Home</th>
<th>Cell</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Email</th>
<th>Fax number</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Social Security Number</th>
<th>Date of Birth</th>
<th>Month</th>
<th>Day</th>
<th>Year</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Dates Attended</th>
<th>From</th>
<th>To</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Names used when attending this institution or taking GED

Number of transcript copies ordered

Check or money order enclosed for $

Applicant’s Signature

Date

To the Registrar

Official transcript must include seal, signature, and date.

- Mail Transcript to: Eastern University
  GPS Admissions 1300
  Eagle Road
  St. Davids, PA 19087-3696