Application for Admission

APPLICATION PROCESS

Students may apply for the fall or spring semester on a full-time or part-time basis. Applications are reviewed and admission decisions are made throughout the year once all required credentials have been submitted.

Each candidate for admission is assessed individually. Qualities such as seriousness of purpose, leadership, social responsibility, motivation, breadth and depth of interests, academic achievement, life experience and extra-curricular activities are considered in the admissions process.

The Admissions Committee will give particular attention to your personal essay, teacher and guidance counselor recommendations and evidence of involvement in community and co-curricular activities.

You may submit this paper application or apply online at www.pmc.edu.

All prospective students are encouraged to visit Pine Manor’s campus for a personal interview as information shared during this time is helpful in the admissions process. To schedule a visit, call 800-PMC-1357.

APPLICATION INSTRUCTIONS

The following information is required of all applicants:

☐ A completed application for admission.
☐ A personal essay.

Additional Instructions for First-Year Applicants

Candidates for first-year admission are urged to apply as soon as possible in the year preceding college entrance and are asked to submit the following additional credentials:

☐ An official secondary school transcript submitted directly by your high school guidance office. Official results of the G.E.D. are also acceptable in lieu of the secondary school transcript.
☐ A letter or recommendation from a guidance counselor or teacher.
☐ Results of either the SAT I or the ACT.

In addition, the Admissions Committee may require applicants to submit a supplementary report of senior grades, interview with a member of the Admissions staff, sit for placement testing and/or provide additional materials that will attest to their readiness for college.

Offers of admission are conditional upon successful completion of secondary school work. A final transcript indicating date of graduation is required of all entering students.

Additional Instructions for Transfer Applicants

Candidates for admission who have attempted at least 13 credits of college coursework at another institution of higher education should submit the following additional credentials:

☐ An official transcript of academic work at previous college(s) received in an envelope sealed by the sending institution and a copy of college catalog(s) with course descriptions for transfer credit evaluation.
☐ An official secondary school transcript or G.E.D. diploma and results of either the SAT I or the ACT if less than 24 credits have been earned at previous college(s).
☐ One recommendation letter from a college faculty member.

Additional Instructions for International Student Applicants

☐ An original or certified copy of secondary school records, translated into English.
☐ Two letters of recommendation, one from a school counselor or teacher and one from a teacher of English.
☐ If your native language is not English, we require results of the TOEFL exam (Test Of English as a Foreign Language).
IMPORTANT INFORMATION ABOUT YOU

Name ____________________________________________________________
First Middle Last/Surname Preferred Name

Social Security Number __________________________________________ Date of Birth __________________________ month / day / year

Country of Birth __________________________________________________________________________________________________________

Status of Citizenship
☐ I am a U.S. Citizen
☐ I am U.S. Permanent Resident and my Alien ID # is: ______________________________
☐ I am not a U.S. Citizen. My country of citizenship is: _____________________________________________________

If you currently hold a U.S. Visa, please indicate visa type: __________________________ Admission Number: __________________________

Native Language ______________________________________________ Second Language ____________________________________________

Check the one category with which you most identify: (This question is optional. You may choose not to answer.)
☐ Asian or Asian American ☐ Haitian ☐ Native American or Native Alaskan ☐ Puerto Rican
☐ Black/Non-Hispanic ☐ Hispanic ☐ Native Hawaiian or Pacific Islander ☐ White
☐ Cape Verdean ☐ Latina ☐ Other(s) - Please specify: _______________________________________________________________

CONTACT INFORMATION

Please Print Clearly

Email Address __________________________________________________________________________________________________________

Current Address __________________________________________________________________________________________________________
City _________________________________________ State / Providence ________________________ Zip / Postal Code __________________
Country _____________________________________________________________________ Phone (        )  _______________________________

This address is valid from __________________ to __________________
mo / day / yr mo / day / yr

Permanent Home Address (if different from current address) ______________________________________________________________________
City _________________________________________ State / Providence ________________________ Zip / Postal Code __________________
Country _____________________________________________________________________ Phone (        )  _______________________________

Mother’s Name __________________________________________ Father’s Name __________________________________________
If different from your own: Home Address ______________________________________________ Home Address __________________________________________
Phone (        )  _______________________________ Phone (        )  _______________________________

Mother’s Occupation __________________________________ Father’s Occupation __________________________
Employed by __________________________________________ Employed by __________________________________________

With whom do you live? __________________________________ Relationship to you if not a parent __________________________

Name and address of legal guardian if other than parent ____________________________________________________________
__________________________________________________________________________________________________________________
EDUCATIONAL AND ENTRANCE INFORMATION

I plan to enter PMC: ☐ Fall / ☐ Spring 20_______
I plan to enter as a: ☐ First-year student ☐ Transfer student with at least 13 college credits
I will apply for Financial Aid: ☐ Yes ☐ No
I plan to live: ☐ On campus ☐ Off campus
Month / year you graduated or will graduate from high school, or received your G.E.D. __________________________________________________

☐ Check here if G.E.D.

High School Name ____________________________________________________________
City / State __________________________________________________________________________

High School Counselor __________________________________ Telephone _________________________
Independent Counselor (if any) __________________________________ Telephone _________________________

Please list all post-secondary (after high school) institutions you have attended.
Name of School/College City/State Dates Attended
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

Have any family members or friends attended Pine Manor College? ☐ Yes ☐ No
If yes, please indicate their names, years of graduation and relationship to you: ___________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

To what other colleges or universities are you applying? ___________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

To better serve you, do you have special circumstances about which you would like us to know? Use additional paper if necessary.
____________________________________________________________________________________
____________________________________________________________________________________
____________________________________________________________________________________

PERSONAL AND CO-CURRICULAR ACTIVITIES

Please list your activities, community services and athletic participation in your school and community, with years of participation, positions, responsibilities, titles/honors and leadership roles. (C = college)

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Attach and extra sheet of paper if necessary

continued on next page
### ACADEMIC PROGRAMS

Please select up to 5 areas of interest from the following list. (Rank them 1 to 5.)

- Please check here if you are unsure of the area you wish to study at this time.

| Accounting | Elementary Education | Management |
| Advertising and Public Relations | English | Marine Biology |
| Allied Health | English Education (Secondary) | Marketing |
| American Political Systems | Entrepreneurship | Music |
| Art History | Environmental Studies | Painting |
| Biology | Finance | Photography |
| Biology Education (Secondary) | French | Political Science |
| Biopsychology | Global Studies | Pre-Dental |
| Business Administration | Graphic Design | Pre-Law |
| Child Development | History | Pre-Medical |
| Communication | History and Culture | Pre-Veterinary |
| Community Healthcare Outreach | History of Race / Ethnicity | Psychology |
| Community Systems | Human Resources Management | Social and Political Systems |
| Creative Writing | Human Services | Sociology |
| Criminal Justice | Industrial / Organizational Psychology | Sports Management |
| Cultural History | International Business | Studio Arts |
| Dance | International Systems | Teacher Licensure |
| Design | Journalism | The School-Aged Child |
| Drama | Law and Criminal Justice | Theatre Arts |
| Early Childhood Education | Liberal Studies | Visual Arts |
| Electronic Media Programming and Production | Literature | Visual Arts Education (5-12) |
| | | Women’s Studies |

### PERSONAL ESSAY

Please respond to at least one of the topics below. We are interested in learning more about you and your writing style. Essays must be legible and may be handwritten or typed. Use a separate piece of paper for your response.

**Please submit a 300-500 word essay on one of the following:**

1. Based on personal and educational experiences you have had so far, what situations, environments or approaches help you do your best learning?
2. Describe the goals (personal, academic and/or career-related) you would like to achieve over the next four years.
3. If you could design a college whose central mission would help you achieve your goals, what would that college be like?

OR

**Describe yourself. You may use any technique you wish (for example: a portfolio, pictures, poetry, video or audiotape) accompanied by a 200-300 word essay.**

I certify that all information submitted by me in this application is my own work, and is complete and accurate to the best of my knowledge. I understand that any misrepresentation or omission of facts in my application justifies a denial or cancellation of admission.

Signature ___________________________ Date ___________________________

Pine Manor College is committed to creating a diverse community of people who can live and work in an atmosphere of mutual respect and appreciation for the rights of each individual, regardless of differences. The College admits students without regard to their race, color, religion or creed, national or ethnic origin, age, handicap, veteran’s status, sexual orientation or marital status. The College does not discriminate on the basis of race, color, religion or creed, national or ethnic origin, age, handicap, veteran’s status, sex, sexual orientation or marital status in the administration of its educational policies, athletic and other programs or employment practices and programs.

12/05