



Graduate Office  
 135 Netzer Administration Building  
 State University at New York  
 Oneonta, NY 13820  
 (607) 436-2523 Fax: (607)-436-3084

[gradstudies@oneonta.edu](mailto:gradstudies@oneonta.edu)

### Application Instructions and Information

This application consists of five pages, and your signature is required on the final page.

#### **All applications must be supported by:**

- 1) Official copies of transcripts of undergraduate study and any subsequent study. Unless all study was done at Oneonta, applicants should request that the Registrar of their undergraduate institution(s) forward an official copy of their transcript directly to the Office of Graduate Studies at Oneonta. A student copy of a transcript is NOT official unless presented in a SEALED envelope.
- 2) Official scores of the Graduate Record (GRE) General Test, **if required**. Requirements for the GRE vary by department.
- 3) A \$50 non-refundable graduate application fee. Please make check payable to SUNY Oneonta. No application fee is required for SUNY Oneonta alumni.
- 4) Please locate your desired program in the chart below for details on application deadlines, recommendation letters and other information and requirements.

PROGRAM	Application Deadlines	Recommendation Letters Required*	Additional Requirements/Information
MS Biology	Rolling	3	GRE scores optional Biology or Environmental Science; a written statement explaining the purpose/goal for seeking the degree. If applying for a Graduate Assistantship, application and all supporting documentation are due March 1 for fall. Contact dept. for info.
MA Earth Science	March 25 fall October 1 spring	Non-Oneonta graduates : 3 <i>Oneonta Earth Science graduates need not submit letters</i>	GRE Scores. Assistantships sometimes available. If applying for a Graduate Assistantship, application and all supporting documentation are due March 1 for fall. Contact dept. for info.
MS Lake Management	Rolling	3	GRE Scores optional A written statement explaining the purpose/goal for seeking degree. Assistantships sometimes available. If applying for a Graduate Assistantship, application and supporting documentation are due March 1 for the fall. Contact dept. for info.
MA Mathematics	Rolling	2	GRE Scores optional A written statement explain the purpose/goal for seeking this degree.
MS Nutrition and Dietetics	Apply directly to Department of Human Ecology's MS Program via <a href="http://www.oneonta.edu/academics/dieteticinternship-MS">http://www.oneonta.edu/academics/dieteticinternship-MS</a>		
MA History Museum Studies	Apply directly to Cooperstown Graduate Program via <a href="http://www.oneonta.edu/academics/cgp/">http://www.oneonta.edu/academics/cgp/</a>		

\*Obtain recommendation forms online at: [Oneonta.edu/gradstudies](http://Oneonta.edu/gradstudies)

*Please send application and all supporting documents to the Office of Graduate Studies*

**APPLICATION FOR GRADUATE STUDIES  
SUNY COLLEGE AT ONEONTA**

135 Netzer Administration Building  
State University of New York College at Oneonta, Oneonta, New York 13820

<b>Desired semester of admission:</b>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	20	OFFICE USE (NOTE MJR):
	Fall	Spring	Summer	Year	

Check all relevant items:  Applying for the first time to program indicated below.  
 Applied previously for a graduate program at SUNY College at Oneonta.  
 Previously took courses at SUNY Oneonta as a non-degree graduate student.

<b>Name</b>						
	Mr./Ms./ Mrs./Miss	Last Name	First Name	Middle Initial	Previous/Other Last name(s)	Gender

	/ /	OFFICE USE (NOTE A#/SSN):
Oneonta ID or Social Security Number:	Birth Date (mm/dd/yy):	

<b>Permanent Address:</b>				
	Street & No.	City	State	Zip

Are you a NY State Resident?	If yes, for how long have you lived in NY?	County of Residence	Are you an international student?
<input type="checkbox"/> Yes <input type="checkbox"/> No			<input type="checkbox"/> Yes <input type="checkbox"/> No

<b>Current Address (if different from Permanent Address)</b>				
	Street & No.	City	State	Zip

<b>Contact Info:</b> Please check which method is preferred	( )	( )	( )	@
	Home Phone <input type="checkbox"/> Preferred <input type="checkbox"/> Leave message	Daytime Phone <input type="checkbox"/> Preferred <input type="checkbox"/> Leave message	Cell Phone <input type="checkbox"/> Preferred <input type="checkbox"/> Leave message	Email address <input type="checkbox"/> Preferred

**\*Optional Questions** \*If you wish to identify yourself as a member of a racial/ethnic group, please answer the following by placing an X in the appropriate boxes:

Are you Hispanic/Latino?  Yes  No

If Hispanic/Latino, is your background (select one):

Central American  Dominican  Mexican  Puerto Rican  South American  Other Hispanic/Latino

Please indicate your race (select one or more):

American Indian or Alaska native  Asian  Black or African American  Native Hawaiian or Other Pacific Islander  White

If you wish to identify yourself as having a physical or learning disability, place a check in this box:

Please note that if have a physical or learning disability and require accommodations, you must contact Student Disabilities at (607) 436-2137 to make appropriate arrangements for such services.

Financial aid is available. If you would like information on general financial aid, check here:

If you would like information on Diversity Fellowships and the Graduate Opportunity Program (available only to EOP graduates), check here:

Program to which you are applying: *Check only one.*

<b>Master of Arts (M.A.):</b>	Earth Science	
<b>Master of Science (M.S.):</b>	Biology (thesis option)	Biology (non-thesis option)
<b>Master of Science (M.S.):</b>	Nutrition and Dietetics	
<b>Master of Science (M.S.):</b>	Lake Management	
<b>Master of Arts (M.A.):</b>	Mathematics	

Plan for completion of program:

Semester Hours (please check one)	
<input type="checkbox"/>	I expect to enroll in 12 semester hours <i>or more</i> each semester. (FT)
<input type="checkbox"/>	I expect to enroll in <i>fewer than</i> 12 semester hours each semester. (PT)

Enrollment Status (please check one):	
<input type="checkbox"/>	I intend to enroll in <u>at least one course each fall and spring semester until I have completed this program of study.</u> (continuous enrollment) Please note: if you choose "continuous enrollment" status and find, later, that you need to take a semester off, please notify the Office of Graduate Studies.
<input type="checkbox"/>	I will probably take a fall or spring semester or more off at some point while enrolled in this program of study. (non-continuous enrollment)

List all collegiate institutions attended, including SUNY-Oneonta, regardless of length of attendance. (Attach additional page as needed.)

**IMPORTANT:** Have all institutions, except SUNY-Oneonta, send us **official** copies of your transcripts by the application due date listed on the Instruction Page.

Institution	Attendance (Mo. & Yr.) From:	Attendance (Mo. & Yr.) To:	Degree and Year awarded/to be awarded	Major Field of Study

**GRE Scores (If required, it is strongly recommended that you take the GRE prior to the application deadline):**

Date you took/will take GRE General Test	If required, date you took/will take Subject Test in your major field	Date you requested/will request an official copy of your GRE scores to be sent to SUNY-Oneonta from the Educational Testing Service
/ /	/ /	/ /

If you are a last-semester (or last-quarter) senior, list the courses in which you are currently enrolled.

Course Label & No.	Course Title	Course Label & No.	Course Title

List scholastic honors, scholarships, awards, etc., you have received:

--

Extra curricular activities:

--

Foreign languages you can read competently:

--

List all employment experiences (current position first) including Peace Corps, VISTA, etc., and any pertinent part-time experience (if experience was in teaching, indicate grade level):

Type of employment	Name of Employer	Date From	Date To	Title

Military Experience:

Branch of Service	Rank	Dates From	Dates To	Type of Discharge

If your application must be supported by letters of recommendation (see Instruction Page), list below the names and addresses of three persons who will be sending such letters to the Graduate Office. References may be contacted at the discretion of the admissions committee.

Name (Print)	Address

**ALL APPLICANTS:**

In order for your application to be reviewed, you must respond to the following questions. Please be sure to sign and date this application.

**Have you been convicted of a felony<sup>1</sup>?  Yes  No**

**Have you been dismissed and/or suspended from a college for disciplinary reasons<sup>2</sup>?  Yes  No**

*An affirmative response to either question will not automatically prevent admission, but you will be asked to provide additional information. This information will be reviewed by the campus to determine whether admission would pose an unreasonable risk to the safety of the campus or community. Any falsification or omission of data may result in a denial of admission, disciplinary action or dismissal.*

<sup>1</sup>A felony in New York State law is defined as a crime for which more than one year in prison may be imposed. The felony question applies if you have been convicted as an adult. If you have been adjudicated as having juvenile delinquent or youthful offender status, you are not required to respond to the felony question. This information will be reviewed by the campus to determine whether admission would pose an unreasonable risk to the safety of the campus or community. Any falsification or omission of data may result in a denial of admission or dismissal.

<sup>2</sup> Dismissal from a college for disciplinary reasons is defined as permanent separation from an institution of higher education on the basis of conduct or behavior.

*I hereby apply for admission to graduate study at the State University College at Oneonta and certify that to the best of my knowledge all of the above is correct and complete.*

\_\_\_\_\_

Date

\_\_\_\_\_

Signature

\_\_\_\_\_

Print Name