

Northern California University

Admission Application

Instructions

Instructions: Please read carefully

- *Application Fees: A non-refundable application fee of \$50.00 must be submitted with the application. Please apply early.*
- *Unofficial School Records, Degree(s) Awarded, Transcripts: It is recommended that an applicant accompany an admission application with unofficial school records. An unofficial record may be acceptable on a preliminary basis to make an admission decision. However, will be considered binding only after timely receipt of the official school records and review.*
- *Check List: Please refer to Admission Checklist to be sure that all required documents are submitted to the Office of Admissions.*

List of Majors

When you complete your application, please select a major from the list below. Include the Major Code, Degree or Certificate, Dept, and College code.

Major Description	Major Code	Degree or Certificate	Department
Bachelor of Science in Business Administration	402	B.S.B.A.	0403 Undergraduate Business Department
Master of Business Administration	150	M.B.A.	0106 Graduate Business Department
Professional Certificate	402	Professional Certificate	0403 Business Department
Undecided / Other	000		

Citizenship Status: U.S. citizen Alien, resident Alien, non-resident

Ethnicity: *This question is optional for admission, but required for enrollment. The information is requested for statistical record keeping only. If you choose to answer, your answer will not be considered in any admissions decision.*

- Black (Non-Hispanic Origin) Native American / Alaskan Native Hispanic
 Asian / Pacific Islander White (Non-Hispanic Origin) Multi-racial

NCalU is required to report sex and race/ethnic information to certain federal and state agencies as those data relate to civil rights compliance.

Admission Information

Full Legal Name:
 Last Name (Surname /Family Name) First Name Middle Name

Other names under which records may appear:
 Last Name (Surname /Family Name) First Name Middle Name

US Social Security Number : Skype Name:
 (Leave blank if you do not have a US SSN) Please assure accuracy of US SSN

Permanent Address: Present Mailing Address:
 Number and Street Number and Street

City State or Province City State or Province

Country Postal Code Country Postal Code

Telephone: Cell: Fax:

E-mail: Birthday:

Sex: Male Female

Ethnic Origin: Optional, will be used for statistical purposes only.

- African-American
- American Indian/Native American
- Asian
- Caucasian/Anglo-American
- American Hispanic
- Other - specify

Country of Birth:

Country of Citizenship:

Primary Language in Country:

Present Visa Status (if applicable):

Do you have a disability, handicap, or other? Yes No

If yes, please see the NCalU Admissions to direct you to the procedures to follow when needing accommodations.

Do you need accommodations? Yes No

Entering Status

Application for enrollment in 20 Check if applying as: Freshman Transfer

Term: Fall Term Winter Term Spring Term Summer Term Undergraduate Graduate

Have you ever applied for admission to or been enrolled at NcalU? Yes No If yes, when?

Program

It is important to indicate your Major, Major Description, Major Code, Degree and Certificate, Department. Please do not leave blank. Refer to the list of majors in the application.

Please refer to the list of NCalU majors. Please indicate the degree type (BA, BS, MBA, etc.), intended major, and option you wish to study.

Major Description	Major Code	Degree or Certificate	Department
<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>

Have you applied for a scholarship? Yes No

If yes, list the scholarship(s) to which you have applied:

How did you hear about Northern California University?

Permanent Information

With whom do you make your permanent home? Parent Guardian Spouse Other:

Name of above: Occupation of listed name:

Address:
Number and Street City State or Province Country Zip Code

Name of friend or relative living in U.S.: Relationship to you:

Address:
Number and Street City State or Province Country Zip Code

Telephone: Email Address:

High School and College Information

List below in chronological order (with dates) every school you have attended from the time you entered elementary school to present time. List the name of the institution and indicate the type or kind of institution, such as high school, college, etc. It is necessary that certified/official attested copies of all educational records from high school level onward accompany this application. All records should be in English. If the language of the document is not in English, a **certified translation** must be included with the original document.

Name of Institution or School	Type HS/ College, Etc.	Location (City/Country)	Date Entered	Date Exited	Certification/ Degree or Diploma	Date Graduated

WARNING: Universities in the United States require a prospective student to list all educational institutions attended on their application for admission. Applicants do not have the option of omitting credentials for any reason. Failure to disclose COMPLETE educational background and submit COMPLETE educational credentials will affect your admission and/or enrollment opportunities at NCalU.

Have you previously attended or are you now attending any college or university in the United States? Yes No

If you have attended another college or university in the U.S., you should request that an official transcript of this work be forwarded to us directly from the institution. **If you are transferring from another U.S. institution, the college must issue a transfer release.**

Are you seeking transfer credit from any university outside the U.S.? Yes No

Have you ever been dismissed or placed on probation by any high school or institution of higher education? Yes No

If yes, please explain:

List Academic Honors Earned (Honor Societies, etc.):

Indicate activities, offices held in secondary school, and years of participation (Sports, Student Government, Publications, Music, Theater, Civic Groups, etc.):

To which other colleges do you plan to apply for admission?

English Proficiency – INTERNATIONAL STUDENTS ONLY

Official score reports must be submitted for students reporting test results. All lectures and textbooks are in English. You must be able to speak and write English well and to understand both written and spoken English. Applicants from countries where English is not the official language and who have not been educated in an English curriculum will need to prove their English skills. See English Proficiency Exemptions for more information.

Are you currently enrolled or plan to enroll in an English language program, prior to your academic enrollment at NcalU? Yes No

If YES, list school name:

Address:
Number and Street City State or Province Country Zip Code

Date Entered or Date
You plan to enter:

Date completed or anticipated
completion date:

your previous qualifications taught in English? Yes No

Official Test Scores

Official scores must be sent to the Northern California University, Office of Admissions, 508 California Street, 5th Floor, San Francisco, CA. 94104.

Please note that some are indicated only for international students. If you have taken any listed Test, please indicate the scores you received. These tests may not be required for admissions.

Graduate Record Examination (GRE) results must be received directly from the Educational Testing Service.

GRE Test Date: Verbal: Quantitative: Analytical/Writing: Total (V+Q):

GRE Subject Test – Test Date: Test Name: Score:

Graduate Management Admission Test (GMAT) results must be received directly from the Graduate Management Admission Council.

GMAT Test Date: Verbal: Quantitative: Score: Analytical/Writing:

Proficiency in the English language is required of applicants from countries where English is not the official language. Applicants must submit official scores from any of the tests completed that are listed below. Please contact the Office of Admissions for a list of the English Proficiency Exemptions.

Test of English as a Foreign Language (TOEFL) results must be received directly from the Educational Testing Service. NCalU's institution code is 4863.

TOEFL Test Date: Listening: Writing: Reading: Score:

IB-TOEFL Test Date: Reading: Listening: Speaking: Writing:

International English Language Testing System (IELTS) results must be received from IELTS International.

Test Date: Listening: Reading: Writing: Speaking: Score:

International Test of English Proficiency (iTEP Test).

Test Date: Listening: Reading: Writing: Speaking: Score:

Society for Testing English Proficiency (STEP EIKEN).

Test Date: Listening: Reading: Writing: Speaking: Score:

Pearson PTE Academic

Test Date: Listening: Reading: Writing: Speaking: Score:

Other

Test Date: Listening: Reading: Writing: Speaking: Score:

Admission Application Fee

An application fee of \$50.00 USD must accompany this application.

- Application Fee:** Mail: have enclosed the non-refundable \$50.00 processing fee required of all applicants. Make checks payable to Northern California University.
- Online: am submitting the application fee payment using our web-based application. www.ncalu.us/apply *Also requires a valid credit card.
- Credit Card: am requesting that the non-refundable \$50.00 application/processing fee required of all applicants be charged to my credit card.

Mail Application Fee:

You may send a personal check, or money order to:

Northern California University
580 California Street, 5th Floor
San Francisco, California 94104

*Checks or money orders should be made payable to Northern California University. Checks are to made out to Northern California University. Do Not Send Cash.

Pay Application Fee Online:

You may pay the US\$50 Application fee online. Submit the US\$50 non-refundable application fee online by credit card, from checking or saving accounts, or ECheck with Jena Mae by going to: <https://secure.modpay.com/vterm/vterm1.cfm?an&ae=1&clientcode=3CBF043A> (Your Account Number type e in Northern California University)

Outside the U.S. and need help? Please call: 1-866-936-2623 (also for Wire Transfers) To contact Jena Mae, please go to: <http://www.jenamae.com>

Credit Card Charge Authorization:

I am requesting that the non-refundable admission application fee of \$50.00 be processed and charged to my credit card.

Credit card type: MASTERCARD VISA DISCOVER AMEX

Card number:

Expiration date on card:

Name on the card:

Card holder's signature:

Credit Card Charge Authorization Second Party:

If a second party credit card is being used, a copy of the front and back of the card must be included before the charge can be processed.

Credit card type: MASTERCARD VISA DISCOVER AMEX

Card number:

Expiration date on card:

Name on the card:

Card holder's signature:

** Credit Card Authorization statement: I certify that all information provided is correct. By submitting this information, I authorize Northern California University to charge the specified amount and for the purpose indicated. Please be advised that any errors in processing are the sole responsibility of the cardholder. Disputes of transactions may result in additional processing fees charged to the cardholder.*

Were you referred to Northern California University?

If so, by who or what agency?

Northern California University serves people of all ages regardless of socioeconomic level, race, color, gender, religion, disability or national origin. NCalU is an affirmative action/equal employment opportunity institution. I CERTIFY THAT ALL INFORMATION CONTAINED IN THIS APPLICATION IS COMPLETE AND ACCURATE, AND I UNDERSTAND THAT SUBMISSION OF INACCURATE OR INCOMPLETE INFORMATION MAY RESULT IN TERMINATION OF MY APPLICATION, ENROLLMENT AT NORTHERN CALIFORNIA UNIVERSITY OR DISMISSAL FROM THE UNIVERSITY. I understand that as a student of Northern California University, an account will be established in my name. I am aware that financial transactions will be posted to this account, and the University will extend credit to me in anticipation of payment on a prescribed due date. I understand that if I fail to repay any debt when due, I will be assessed late charges. I further agree to pay all attorney's fees and other reasonable collection costs necessary to collect amount not paid when due.

Signature of Applicant:

Date