





**ADMISSIONS INFORMATION**

**Entry Status**

- Freshman     Readmit  
 Transfer     Dual Enrollment  
 Post-baccalaureate

**Entry Term**

- Spring 2012  
 Summer 2012  
 Fall 2012

**Housing Preference**

- On Campus  
 Off Campus

**INTENDED MAJOR**

Select **one** major or concentration if applicable. **Undecided** will be the designated major if multiple majors are selected.

- |  |   |
|--|---|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Applied Arts ** (Capstone)</li> <li><input type="checkbox"/> Accounting</li> <li><input type="checkbox"/> Advertising</li> <li><input type="checkbox"/> Applied History</li> <li><input type="checkbox"/> Behavioral Sciences (select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Industrial Social Work</li> <li><input type="checkbox"/> Social Work</li> <li><input type="checkbox"/> Sociology</li> </ul> </li> <li><input type="checkbox"/> Biological Sciences (select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Environmental Health</li> <li><input type="checkbox"/> General Biology</li> </ul> </li> <li><input type="checkbox"/> Biotechnology</li> <li><input type="checkbox"/> Biotechnology * (Capstone)</li> <li><input type="checkbox"/> Broadcast Production and Programming</li> <li><input type="checkbox"/> Broadcast Reporting</li> <li><input type="checkbox"/> Business Management (select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> E-Business</li> <li><input type="checkbox"/> General Management</li> <li><input type="checkbox"/> International Business</li> <li><input type="checkbox"/> Marketing</li> </ul> </li> <li><input type="checkbox"/> Cinema Production (<i>portfolio submission required</i>)</li> <li><input type="checkbox"/> Civil Engineering Technology</li> <li><input type="checkbox"/> Criminal Justice</li> <li><input type="checkbox"/> Criminal Justice * (Capstone)</li> <li><input type="checkbox"/> Dance (<i>audition required</i> - select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Ballet</li> <li><input type="checkbox"/> Jazz</li> <li><input type="checkbox"/> Modern</li> </ul> </li> <li><input type="checkbox"/> Digital Arts (<i>portfolio submission required</i>)</li> <li><input type="checkbox"/> Economics and Finance</li> <li><input type="checkbox"/> Education - Pre-K - 4th Grade</li> <li><input type="checkbox"/> Education - Pre-K - 4th Grade AND Special Education Pre-K - 8th</li> <li><input type="checkbox"/> Education - English 4th - 8th Grade</li> <li><input type="checkbox"/> Education - English 4th - 8th Grade AND Special Ed. Pre-K - 8th</li> <li><input type="checkbox"/> Education - Math 4th - 8th Grade</li> <li><input type="checkbox"/> Education - Math 4th - 8th Grade AND Special Ed. Pre-K - 8th</li> <li><input type="checkbox"/> Education - Science 4th - 8th Grade</li> <li><input type="checkbox"/> Education - Science 4th - 8th Grade AND Special Ed. Pre-K - 8th</li> <li><input type="checkbox"/> Education - Social Studies 4th - 8th Grade</li> <li><input type="checkbox"/> Education - Social Studies 4th - 8th Grade AND Special Education Pre-K - 8th</li> <li><input type="checkbox"/> Education - Secondary - Biological Sciences</li> <li><input type="checkbox"/> Education - Secondary - Biological Sciences AND Special Ed.</li> <li><input type="checkbox"/> Education - Secondary - Citizenship</li> <li><input type="checkbox"/> Education - Secondary Citizenship Special Education</li> <li><input type="checkbox"/> Education - Secondary - English</li> <li><input type="checkbox"/> Education - Secondary English AND Special Education</li> <li><input type="checkbox"/> Education - Secondary - Mass Communication</li> <li><input type="checkbox"/> Education - Secondary - Mass Communication AND Special Ed.</li> <li><input type="checkbox"/> Education - Secondary - Mathematics</li> <li><input type="checkbox"/> Education - Secondary - Mathematics AND Special Education</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> English</li> <li><input type="checkbox"/> English with Creative Writing Concentration</li> <li><input type="checkbox"/> Environmental Health Science and Protection</li> <li><input type="checkbox"/> Electrical Engineering Technology</li> <li><input type="checkbox"/> Forensic Science</li> <li><input type="checkbox"/> Global Cultural Studies</li> <li><input type="checkbox"/> Health Services ** (Capstone - select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Business Administration</li> <li><input type="checkbox"/> Public Health</li> </ul> </li> <li><input type="checkbox"/> Human Resources Management</li> <li><input type="checkbox"/> Human Resources Management * (Capstone)</li> <li><input type="checkbox"/> Information Technology (Computer Science)</li> <li><input type="checkbox"/> Instructional Studies</li> <li><input type="checkbox"/> Intelligence and National Security</li> <li><input type="checkbox"/> Interdisciplinary Studies</li> <li><input type="checkbox"/> Journalism</li> <li><input type="checkbox"/> Legal Studies * (Capstone)</li> <li><input type="checkbox"/> Liberal Studies</li> <li><input type="checkbox"/> Liberal Studies * (Capstone)</li> <li><input type="checkbox"/> Management Services * (Capstone)</li> <li><input type="checkbox"/> Mass Communication (interdisciplinary)</li> <li><input type="checkbox"/> Mechanical Engineering Technology</li> <li><input type="checkbox"/> Multimedia</li> <li><input type="checkbox"/> Photography</li> <li><input type="checkbox"/> Photojournalism</li> <li><input type="checkbox"/> Political Science (select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Government and Law</li> <li><input type="checkbox"/> International Studies</li> </ul> </li> <li><input type="checkbox"/> Premedical and Preprofessional Studies</li> <li><input type="checkbox"/> Psychology (select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Child</li> <li><input type="checkbox"/> Clinical</li> <li><input type="checkbox"/> Forensic</li> </ul> </li> <li><input type="checkbox"/> Public Administration</li> <li><input type="checkbox"/> Public Relations</li> <li><input type="checkbox"/> Screenwriting</li> <li><input type="checkbox"/> Specialized Professional Studies/Funeral Services (select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Environmental Health</li> <li><input type="checkbox"/> Business Administration</li> </ul> </li> <li><input type="checkbox"/> Sport, Arts and Entertainment Management</li> <li><input type="checkbox"/> Theatre Arts (select a concentration):                     <ul style="list-style-type: none"> <li><input type="checkbox"/> Acting (<i>audition required</i>)</li> <li><input type="checkbox"/> Musical Theatre (<i>audition required</i>)</li> <li><input type="checkbox"/> Stage Management (<i>interview required</i>)</li> <li><input type="checkbox"/> Technical Theatre/Design (<i>interview required</i>)</li> </ul> </li> <li><input type="checkbox"/> Undecided</li> </ul> |
|--|---|

\* Requires completion of an Associates Degree  
 \*\* Requires completion of an Associates Degree in Specialized Studies

**EXTRACURRICULAR ACTIVITIES**

List participation in special events, school clubs and organizations such as band, athletics, yearbook, etc. You may include this portion on a separate sheet of paper with your application or send it as an addendum to your application separately at a later time. You may sent it via e-mail to [enroll@pointpark.edu](mailto:enroll@pointpark.edu) or mail it to the address listed on the detachable portion of the application.

<u>Activity</u>	<u>Position(s) Held or Scope of Participation</u>
1) _____	_____
2) _____	_____
3) _____	_____
4) _____	_____

**COMMUNITY/VOLUNTEER ACTIVITIES**

Examples of community/volunteer activities include coaching a little league baseball team, participation in community beautification projects, visiting/caring for the elderly and involvement in organizations such as Big Brothers/Big Sisters and YMCA/YWCA. You may include this portion on a separate sheet of paper with your application or send it as an addendum to your application separately at a later time. You may sent it via e-mail to [enroll@pointpark.edu](mailto:enroll@pointpark.edu) or mail it to the address listed on the detachable portion of the application.

<u>Activity</u>	<u>Position(s) Held or Scope of Participation</u>
1) _____	_____
2) _____	_____
3) _____	_____
4) _____	_____

**HONORS/RECOGNITION AWARDS**

List any honors earned or awards received. Examples of honors and awards include Pennsylvania’s Outstanding Young Woman, Who’s Who Among American High Schools, the (HOBY) Hugh O’Brien Youth Foundation, Phi Theta Kappa and National Honor Society. You may include this portion on a separate sheet of paper with your application or send it as an addendum to your application separately at a later time. You may sent it via e-mail to [enroll@pointpark.edu](mailto:enroll@pointpark.edu) or mail it to the address listed on the detachable portion of the application.

<u>Honor/Award</u>	<u>Date Received</u>
1) _____	_____
2) _____	_____
3) _____	_____
4) _____	_____

**PERSONAL ESSAY - USED TO EVALUATE APPLICANTS FOR DEPARTMENTAL SCHOLARSHIPS**

Refer to the **Personal Essay** section on the detachable portion of the application for additional information. You may include your essay on a separate sheet of paper with your application or send it as an addendum to your application separately at a later time. You may sent it via e-mail to [enroll@pointpark.edu](mailto:enroll@pointpark.edu) or mail it to the address listed on the detachable portion of the application.

**NOTICE OF NON-DISCRIMINATION**

Point Park University does not discriminate on the basis of race, color, national origin, sex, age, religion, ancestry, disability, veteran, sexual orientation, marital or familial status in the administration of any of its education programs, activities or with respect to employment or in admissions to the University’s programs and activities. This policy is in accordance with state and federal laws including Title VI of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act and the Age Discrimination Act of 1975. Inquiries or complaints regarding the University’s non-discrimination policy are to be directed to the University’s human resources officer at (412) 392-3952.

**SIGNATURE**

I understand that I have applied to Point Park University for full-time (12 credits or more per semester) undergraduate admissions. I certify that I have answered all questions accurately and to the best of my ability.

\_\_\_\_\_  
*Applicant's Signature*

\_\_\_\_\_  
*Date*

Thank you for your interest in Point Park University. **Point Park *does not* have an application deadline. However, it is strongly encouraged to apply early.** Point Park University offers personalized attention to every applicant. Therefore, a timely acceptance decision will be made upon receipt of all application materials.

**REQUIRED APPLICATION SUPPORTING DOCUMENTATION**

- Each application for admissions requires specific supporting documentation so that an admissions decision can be made.
- If these documents **are not** readily available at the time of application, they may be sent under separate cover to the address on the back of this form.
- **Faxed, scanned, photocopies and student-issued transcripts are not official.** Official transcripts have an official school seal or statement indicating no seal and a graduation date and degree earned, if applicable. Transcripts are to be signed by and mailed from a guidance counselor's office or registrar's office to Point Park University.
- If applicant hand-delivers transcripts directly to the Office of Admissions, documents must be in a sealed envelope from the issuing institution.

**Freshman Applicants Must Send:**

- 1) Completed application form with **nonrefundable \$40 application fee** made payable to Point Park University. (*\$40 application fee is not required if applying online.*)
- 2) Official SAT and/or ACT results.
- 3) Official high school transcripts or G.E.D. results.
- 4) Official college transcript if taking college-level courses while in high school.
- 5) All applicants **EXCEPT** for dance, theatre arts, cinema production, screenwriting, and digital arts **MUST submit a personal essay to be considered for a departmental scholarship.** Conservatory applicant's audition and/or interview are used as criteria for awarding Conservatory scholarships and apprenticeships.

**Transfer and Post-Baccalaureate Applicants Must Send:**

- 1) Completed application form with **nonrefundable \$40 application fee** made payable to Point Park University. (*\$40 application fee is not required if applying online.*)
- 2) Official transcript from **ALL** colleges and/or universities attended.
- 3) Official high school transcripts or G.E.D. results.
- 4) All applicants **EXCEPT** for dance, theatre arts, cinema production, screenwriting, and digital arts **MUST submit a personal essay to be considered for a departmental scholarship.** Conservatory applicant's audition and/or interview are used as criteria for awarding Conservatory scholarships and apprenticeships.

**Readmit Applicants Must Send:**

- 1) Completed application form with **nonrefundable \$40 application fee** made payable to Point Park University. (*\$40 application fee is not required if applying online.*)
- 2) Official transcripts from all colleges and/or universities attended after Point Park if applicable.

**Dual Enrollment Applicants:**

**Admissions Requirements:**

Dual enrollment applicants must have attained junior or senior status, a minimum 3.30 cumulative grade point average in college preparatory courses **OR** a combined SAT score of 1650.

**Application Requirements:**

- 1) Completed application form with **nonrefundable \$40 application fee** made payable to Point Park University. (*\$40 application fee is not required if applying online.*)
- 2) Official high school transcript.
- 3) Letter of approval from high school guidance counselor or college counselor.
- 4) Signed parental/guardian permission form if applicant is under 18 years of age.

## PERSONAL ESSAY

*All applicants are encouraged to submit a personal essay.* All applicants **EXCEPT** for dance, theatre arts, cinema production, screenwriting, and digital **MUST submit a personal essay to be considered for a departmental scholarship.**

Essay topics can be writing samples (this includes school work), a life-changing experience, or anything that you believe will help the Admissions Committee gain a better understanding of you. Please include your essay on a separate sheet of paper with your application or send your essay as an addendum to your application separately at a later time (mailing and e-mail addresses are listed on the next page). Guidelines for department scholarship consideration is as follows:

### **School of Business**

School of Business faculty review applicants for scholarships using the applicants' high school or college academic performance (GPA and SAT and/or ACT results) as determining factors for awarding scholarships.

### **School of Communication**

To be considered for a department scholarship, School of Communication applicants must submit the following:

- an essay about their department major choice (advertising, broadcast reporting, journalism, mass communication, multimedia public relations, radio-tv [production and programming], photography, and photojournalism) AND....
- 10 or less nonreturnable samples of their writing, or broadcast, or advertising and public relations or photography work.

School of Communication faculty also take into consideration applicants' prior journalistic experience.

### **Conservatory of Performing Arts**

The applicant's audition (dance or theatre) or interview (stage management, technical theatre/design, cinema production, screenwriting, and digital arts) is used as criteria for awarding a Conservatory department scholarship. However, submission of a personal essay is encouraged.

### **School of Arts and Sciences - Criminal Justice and Intelligence Studies**

To be considered for a Criminal Justice and Intelligence Studies department scholarship, department applicants must an essay about their major of choice: criminal justice, intelligence and national security, or forensic science. The faculty pays particular attention to the essay which should include the future career goals of the student.

### **School of Arts and Sciences - Education Department**

To be considered for an department scholarship, Education department applicants must submit the following:

- an essay about the education major choice, or...
- a person or situation that has most influenced the direction of their life

Education faculty take into consideration applicants' extracurricular activities as they relate to preparing for teacher excellence.

### **School of Arts and Sciences - Humanities and Human Sciences**

Humanities and Human Sciences department faculty awards department scholarships based on the following criteria:

- previous academic excellence
- outstanding achievement in support of or beyond usual academic endeavors
- submitted essays/writing samples
- distinction in societal or community contributions, and
- evidence of originality and creativity

### **School of Arts and Sciences - Natural Sciences and Engineering Technology**

To be considered for a Natural Sciences and Engineering Technology departmental scholarship, department faculty will carefully review the following:

- applicants' academic records
- personal essay
- letters of reference/recommendation (three minimum)

# Keep for your records

## ADMISSIONS CHECKLIST

Items Submitted and/or Actions Taken	Date Completed/Submitted	Date Received/ Confirmed by Point Park
1) Application for Admissions	____/____/____	____/____/____
2) Official high school transcripts or G.E.D. results	____/____/____	____/____/____
3) Official college and/or university transcripts	____/____/____	____/____/____
4) Official SAT and/or ACT results	____/____/____	____/____/____
5) Essay and/or letters of recommendation	____/____/____	____/____/____
6) Dance or Theatre audition scheduled	____/____/____	____/____/____
7) Stage Management or Technical Theatre/Design interview scheduled	____/____/____	____/____/____
8) Portfolio for Cinema Production, Screenwriting, or Digital Arts	____/____/____	____/____/____

## WHAT HAPPENS NEXT?

You are now 13 easy steps away from becoming a Point Park University student! Here's what you can anticipate happening next in the admissions process:

- 1) Submit your application for admissions and all supporting documentation.
- 2) Check your application status online! Receive your Point Park ID number and instructions on how to get your password via e-mail one to three days **after** your application has been processed.
- 3) Receive letter that acknowledges receipt of application and if applicable, requests any missing application items three to five working days **after** application has been processed.
- 4) After all application supporting documentation is received, an admissions decision letter will be sent via U.S. mail within 10 to 15 working days. Candidates are automatically awarded scholarships when their application is reviewed for an admissions decision. If candidate meets eligibility criteria, candidate will be notified of scholarship award in his or her award in their academic acceptance letter.
- 5) Submit your FAFSA (Free Application for Federal Student Aid) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov). **Point Park's financial aid school code is 003357.**  
  
For the summer and fall semesters, the application process begins January 1, and the Office of Financial Aid has an April 15 priority deadline.  
  
For the spring semester, the application process begins immediately, and the Official of Financial Aid has a November 1 priority deadline.
- 6) Submit Acceptance of Admissions form (enclosed in acceptance packet) along with \$350 tuition deposit which is applied directly against your first-semester fees and reserves your spot for the incoming class. **You will not progress to steps 7 through 13 if you fail to complete step 6.**
- 7) Receive letter acknowledging receipt of tuition deposit and information regarding the next steps in the admissions process.
- 8) Beginning in January, the Office of Campus Life will send you information on how to complete your housing and food service contract and roommate questionnaire.
- 9) Receive an invitation to attend Pioneer Experience in October/November for the Spring semester and March/April for the Fall semester). Pioneer Experience is Point Park's new student orientation program.
- 10) Beginning June 15 and on the 15th of each month thereafter, Point Park e-mail and user accounts are created and sent to students via e-mail.
- 11) If applicable, at the end of July/beginning of August, the Office of Campus Life will mail you your residence hall room and roommate assignment.
- 12) If applicable, move into your residence hall the Wednesday and/or Thursday before the start of the **Fall semester**.
- 13) Begin **Spring semester** classes Monday, January 10, 2011 or **Fall semester** classes Monday, August 29, 2011.

### Office of Admissions

**POINT PARK**  
UNIVERSITY

Office of Admissions  
201 Wood Street  
Pittsburgh, PA 15222

Phone: (412) 392-3430  
Toll Free: 1-800-321-0129  
Fax: (412) 392-3902  
E-mail: [enroll@pointpark.edu](mailto:enroll@pointpark.edu)  
Web: [www.pointpark.edu](http://www.pointpark.edu)