

Graduate Application CHECKLIST



Admission Statement

Graduate programs at Lewis University offer the prospective graduate student the opportunity to enhance his/her undergraduate degree by completing a career-focused program. It is expected that a candidate for admission to graduate study at the University was academically successful at the undergraduate level and is now ready to move on to a successful graduate-level experience. The University offers admission to the most qualified applicants into each program. Students are reviewed on the basis of profile material required for admission consideration. Admission is offered to the student whose profile most closely reflects the ability to succeed and the ability to contribute to, as well as learn from the team-focused experience. Space in each program is limited. Admission criteria and requirements are subject to change. All applicants must present evidence of a baccalaureate degree.

College of Aviation, Science and Technology

■ AVIATION AND TRANSPORTATION, M.S.

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a two-page personal statement
- Submit two (2) completed recommendation forms
- Submit current resume
- Student must have background in aviation or transportation

■ CHEMICAL PHYSICS, M.S.

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a two-page personal statement
- Submit two (2) completed recommendation forms
- * *Students must hold a bachelor's degree in Chemistry, Physics or Chemical Physics from a regionally accredited college or university*

■ CHEMISTRY, M.S.

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a two-page personal statement
- Submit two (2) completed recommendation forms
- * *Students must hold a bachelor's degree in Chemistry, from a regionally accredited college or university*

■ PHYSICS, M.S.

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a one or two-page personal statement
- Submit two (2) completed recommendation forms
- * *Students are expected to have a Bachelor's Degree in Physics*

■ COMPUTER SCIENCE, M.S.

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a two-page personal statement
- Submit two (2) completed recommendation forms
- Submit a professional resume

■ DATA SCIENCE, M.S.

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a two-page personal statement
- Submit a professional resume
- Submit two (2) completed recommendation forms
- * *Students must have undergraduate mathematics coursework in Calculus*

■ INFORMATION SECURITY / TECHNICAL TRACK, M.S.

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a 2 page personal statement
- Submit a professional resume
- Submit two (2) completed recommendation forms

- **BUSINESS ADMINISTRATION, M.B.A.**
- **BUSINESS ANALYTICS, M.S.**
- **FINANCE, M.S.**
- **PROJECT MANAGEMENT, M.S.**

The following prerequisites are shared by the above programs:

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a professional resume
- Submit two (2) completed recommendation forms

- **ORGANIZATIONAL LEADERSHIP, M.A.**

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit an essay using guidelines provided by Graduate Admissions Counselor
- Submit two (2) completed recommendation forms

- **INFORMATION SECURITY / MANAGERIAL TRACK, M.S.**

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a professional resume
- Submit two (2) completed recommendation forms

EDUCATION PROGRAMS

INITIAL LICENSURE PROGRAMS

- **EARLY CHILDHOOD SPECIAL EDUCATION, M.A.**
- **ELEMENTARY EDUCATION, M.A.**
- **FOREIGN LANGUAGE INSTRUCTION, M.A.**
- **MIDDLE LEVEL EDUCATION, M.A.**
- **SECONDARY EDUCATION, M.A.**
- **SPECIAL EDUCATION, M.A.**

The following prerequisites are shared by the above initial licensure programs:

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit two (2) completed recommendation forms
- Evaluation for content area (Middle Level and Secondary Education only)
- Evaluation of all general education requirements

EDUCATION ENDORSEMENTS

- **LBSI ENDORSEMENT**
- **ENGLISH AS A SECOND LANGUAGE (ESL) ENDORSEMENT**
- **READING TEACHER ENDORSEMENT**
- **SPECIAL EDUCATION DIRECTOR ENDORSEMENT**

The following prerequisites are shared by the above initial licensure programs:

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit two (2) completed recommendation forms - ESL and Reading Teacher Endorsements only
- Submit copy of Professional Educator's License (PEL)
- Submit Deficiency letter from ISBE – Special Education Director only

SOCIAL SCIENCE PROGRAMS

ADDITIONAL EDUCATION MASTER'S PROGRAMS

- **READING AND LITERACY, READING SPECIALIST, M.A.**
- **CURRICULUM & INSTRUCTION: LITERACY AND ENGLISH LANGUAGE LEARNING, M.Ed.**
- **CURRICULUM & INSTRUCTION: READING TEACHER ENDORSEMENT, M.Ed.**
- **CURRICULUM & INSTRUCTION: TECHNOLOGY, LEARNING, AND DESIGN, M.Ed.**
- **ENGLISH AS A SECOND LANGUAGE (ESL), M.Ed.**
- **EDUCATIONAL LEADERSHIP: TEACHER LEADER ENDORSEMENT, M.Ed.**
- **EDUCATIONAL LEADERSHIP: PRINCIPAL ENDORSEMENT, M.Ed.**

The following prerequisites are shared by the above education master's programs:

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a current resume – Not required for English as a Second Language
- Submit two (2) completed recommendation forms
- Submit Professional Educator's License (PEL) Not required for C&I: Technology, Learning, and Design
- Submit evidence of 2 Years of successful teaching/school service personnel experience – Reading Specialist only **
4 Years for Principal Prep, 3 Years for Teacher Leader
- Interview with program director/chair – C&I: Technology, Learning, and Design and Educational Leadership programs only

DOCTORATE

- **DOCTORATE IN EDUCATIONAL LEADERSHIP FOR TEACHING AND LEARNING, Ed.D.**
 - Submit a completed online graduate application
 - Submit official transcripts from all colleges and universities attended
 - Complete a written essay (guidelines provided by Graduate Admission Counselor)
 - Submit two (2) completed recommendation forms
 - Submit a previously completed scholarly paper
 - Complete an admission interview

■ **CRIMINAL JUSTICE, M.S.**

- Possess a bachelor's degree from a regionally accredited institution of higher education with
 - a. a major in Criminal/Social Justice, **OR**
 - b. 12 semester hours of credit related to Criminal/Social Justice, **OR**
 - c. be currently serving as a Criminal/Social Justice Practitioner with a minimum of 5 years' experience, **OR**
 - d. **IF** the bachelor's degree is not criminal/social justice related, and **IF NOT** currently serving as a criminal justice practitioner, **successfully complete two criminal justice courses selected by the program director with a grade of B or better prior to admission as a degree candidate.**
- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a 3-4-page personal statement
- Submit two (2) completed recommendation forms

■ **PUBLIC SAFETY ADMINISTRATION, M.S.**

- Possess a bachelor's degree from a regionally accredited institution of higher education with
 - a. a major in Criminal/Social Justice, Fire Science or Private Security, **OR**
 - a. with 12 semester hours of credit related to Criminal/Social Justice, Fire Science or Private Security, **OR**
 - a. be currently serving as a Criminal/Social Justice Practitioner, Fire Science or Private Security Practitioner, with a minimum of 5 years' experience
- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a 3-4 page personal statement
- Submit two (2) completed recommendation forms

■ **SOCIAL WORK, M.S.W.**

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a professional goal statement
- Submit a professional resume
- Submit two (2) completed recommendation forms

■ **CLINICAL MENTAL HEALTH COUNSELING, M.A.**

- Completed at least 15 hours of psychology, including a course in statistics or research methods in social sciences.
- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a 3-4 page personal statement
- Submit two (2) completed recommendation forms

■ **SCHOOL COUNSELING, M.A.**

- Submit a completed online graduate application
- Submit official transcripts from all colleges and universities attended
- Submit a 2 page personal statement
- Submit two (2) completed recommendation forms

College of Nursing and Health Sciences

NURSING PROGRAM (MSN)

■ MASTER OF SCIENCE IN NURSING / HEALTHCARE SYSTEMS LEADERSHIP TRACK

■ MASTER OF SCIENCE IN NURSING / SCHOOL NURSE TRACK

■ MASTER OF SCIENCE IN NURSING / NURSING EDUCATION TRACK

*The following requirements are shared
by the above master's programs:*

- o Submit a completed online graduate application
- o Submit official transcripts from all colleges and universities attended
- o Students must have completed undergraduate courses in statistics and nursing research
- o Complete a written essay (guidelines provided by Graduate Admission Counselor)
- o Submit a professional resume
- o Submit two (2) completed recommendation forms
- o Submit copy of valid Nursing License

■ ADULT GERONTOLOGY ACUTE CARE NURSE PRACTITIONER

■ ADULT GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER

■ PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER

■ FAMILY NURSE PRACTITIONER

*The following requirements are shared
by the above master's programs:*

- o Submit a completed online graduate application
- o Submit official transcripts from all colleges and universities attended
- o Students must have completed undergraduate courses in statistics and nursing research
- o Complete a written essay (guidelines provided by Graduate Admission Counselor)
- o Submit a professional resume
- o Submit two (2) completed recommendation forms
- o Submit copy of valid Nursing License

CERTIFICATES OF ADVANCED STUDY (POST MASTER'S) FOR:

■ ADULT GERONTOLOGY ACUTE CARE NURSE PRACTITIONER

■ ADULT GERONTOLOGY PRIMARY CARE NURSE PRACTITIONER

■ FAMILY NURSE PRACTITIONER

■ PSYCHIATRIC MENTAL HEALTH NURSE PRACTITIONER

*The following requirements are shared
by the above post master's programs:*

- o Submit a completed online graduate application
- o Submit official transcripts from all colleges and universities attended
- o Students must have completed undergraduate courses in statistics and nursing research
- o Complete a written essay (guidelines provided by Graduate Admission Counselor)
- o Submit a professional resume
- o Submit two (2) completed recommendation forms
- o Submit copy of valid Nursing License

POST MASTER'S NON DEGREE PROGRAMS:

■ SCHOOL NURSE

■ HEALTHCARE SYSTEMS LEADERSHIP

■ NURSING EDUCATION

- o Submit a completed online graduate application
- o Submit official transcripts from all colleges and universities attended
- o Complete a written essay (guidelines provided by Graduate Admission Counselor)
- o Submit a professional resume
- o Submit two (2) completed recommendation forms
- o Submit copy of valid Nursing License

■ DOCTOR OF NURSING PRACTICE (DNP)

- o Submit a completed online graduate application
- o Submit official transcripts from all colleges and universities attended
- o Complete a two part written essay (guidelines provided by Graduate Admission Counselor)
- o Submit a professional resume
- o Submit two (2) completed recommendation forms
- o Submit copy of valid Nursing License

HEALTH SCIENCE PROGRAMS

■ SPEECH-LANGUAGE PATHOLOGY, M.S.

*Submit a completed application and upload
all required documents through CSDCAS.*

- o Upload official transcripts from all colleges and universities attended
- o Complete an essay in response to a writing prompt
- o Upload related volunteer experience, leadership experience, work experience, and extracurricular activities
- o Upload contact information for two recommendations
- o Submit GRE scores

*A Bachelor's degree in Communication
Sciences and Disorders OR bachelor's
degree in another field of study
plus the following CSD prerequisite
coursework, including coursework in:*

- o Anatomy and physiology of communication and hearing mechanisms
- o Speech and hearing science
- o Normal development of speech, language, and hearing
- o Phonetics

*All applicants must have taken one course
in each of the following content areas. Each
course must be outside the CSD major:*

- o Statistics (stand-alone course; not incorporated into a research methods or other related course)
- o Biological Science, related to human or animal science (biology, anatomy/physiology, neuroanatomy/neurophysiology, human genetics, veterinary science)
- o Physical Science (chemistry or physics)
- o Social Science (psychology, sociology, anthropology, public health)

*It is recommended that you complete
and submit your application through
CSDCAS 3-4 weeks before the
deadline so that it can be verified*

■ OCCUPATIONAL THERAPY, M.S.

*Submit a completed application and upload
all required documents through OTCAS .*

- o Upload official transcripts from all colleges and universities attended
- o Upload a personal statement
- o Upload a response to an additional question focused on personal goals and alignment with Lewis University's Mission
- o Upload volunteer experience, leadership experience, work experience, and extracurricular activities
- o Upload three recommendations
- o Submit GRE scores

** It is recommended that you complete
and submit your application through
OT CAS 3-4 weeks before the
deadline so that it can be verified*