



LANGSTON UNIVERSITY

Master of Entrepreneurial Studies

Application Packet

Center for Entrepreneurial
Studies and Research





Dear Graduate Student Candidate:

The Office of Graduate Programs would like to thank you for expressing an interest in Langston University. We are enclosing a set of materials that are necessary for admission to Langston University's Graduate Program.

In order to process your information for admission, we need your cooperation in completing the forms and returning them along with other important documentation. Please be sure to read and follow the instructions. The following information is requested:

Complete Credentials for Admission

1. **Application for Admission.** Complete the application on both sides and return it along with other documentation requested.
2. **Undergraduate Transcript.** An official college transcript from the registrar's office of college or university attended certifying the bachelor's degree must be included with the application. Official transcript(s) from the registrar's office of all other colleges and universities attended should also be included with the application.
3. **Transcript for Transfer of Graduate Courses.** An official transcript of the graduate credit courses and hours being submitted for transfer approval should be sent from the registrar's office of the college or university where hours were earned.
4. **Graduate Record Examination (GRE) Score Results.** All graduate degree candidates must submit GRE scores issued from Educational Testing Service (ETS).
5. **Autobiographical Statement.** Candidates should describe their: (a) reason(s) for wanting to attend graduate school; (b) basis for choosing Langston University; (c) rationale for the choice of major and career objective; (d) philosophy of life; and (e) special skills and talents.
6. **Recommendations.** Three Recommendation Forms that provide an assessment and evaluation of candidate's personal traits should be submitted. Letters may be submitted with the forms if the recommender would like to share other information about the candidate.

If the candidate is an international student, a notarized statement of Affidavit or Support that indicates the manner of financial support available to the applicant during the matriculation at the University must be submitted with the application.

Should there be any questions or concerns regarding the admissions process, please call the Center for Entrepreneurial Studies and Research office at (918) 877-8150.

Sincerely,

Center for Entrepreneurial Studies



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Graduate Admission Requirements

Application and Documentation

- Submit a completed Graduate Application for Admission form to the Langston University – Tulsa Office of Admissions..
- Include undergraduate and graduate transcript(s) that show hours earned.
- Request three recommendation assessments from academic advisors or individuals who can comment on the professional ability and potential for success of applicant to be submitted to the Langston University – Tulsa Office of Admissions.
- Submit an autobiographical statement of no less than 500 words (and no more than 1,000 words) following the guidelines on the ‘Autobiographical Statement’ form.
- Submit GRE scores to the Langston University – Tulsa Office of Admissions.
- Submit a professional résumé.
- Attach a non-refundable application fee of \$25.00.
- Request official transcript(s) from the degree conferring college and/or university to be MAILED directly to the Langston University – Tulsa Office of Admissions.

Additional Information

If you would like additional information, please contact:

**Langston University – Tulsa
Center for Entrepreneurial
Studies and Research**

914 N. Greenwood Ave.
Tulsa, OK 74106, # 111

Phone: (918) 877-8150

FAX: (918) 877-8103

E-mail:

llhoward@langston.edu

Scholarships and Assistantships

Langston University is committed to making every effort to assist students who are seeking an education at LU. Every student may be eligible for some form of financial aid. Graduate scholarships are available for qualified new full-time students (students taking nine credit hours or more). Contact the Langston University – Tulsa Office of Admissions for more information.

Comprehensive Examination

A written comprehensive examination is required of all graduate students prior to completion of the degree program.

Course numbers, titles, and requirements are subject to change without notification. Check with the academic advisor if you have any questions.

Langston University, in compliance with Title IV and VII of the Civil Rights Act of 1964, Executive Order 111246 as amended, Title IX of the Educational Amendments of 1972, Americans with Disabilities Act of 1990 and other federal laws and regulations, does not discriminate on the basis of race, color, national origin, sex, age, religion, disability, or status as a veteran in any of its policies, practices, or procedures. This includes, but is not limited to, admissions, employment, financial aid, and educational services.



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Application

Semester of Entry to Langston: Spring, January 201_ Summer, June 201_ Fall, August 201_

Please Print in Ink or Type. **Do Not Use Pencil**

Before Mailing Please Be Sure You Have: (1) answered all questions completely (3) verified your social security number
(2) signed and dated this application (4) attached required transcript(s)

1. Applicant's Full Legal Name: _____
Last Name First Name Middle Name

2. Other Names Under Which Your Records May Appear: _____
Last Name First Name Middle Name

3. Social Security Number: _____ 4. Military Status: Are you a veteran? ☐ Yes ☐ No
Discharge Date _____
Information requested regarding the applicant's race or ethnicity is voluntary, and will be used in a non-discriminatory manner consistent with applicable civil rights laws.

5. Gender: ☐ Male ☐ Female 6. Date of Birth: _____ 7. Place of Birth: _____
Month Day Year City State

8. Race/Ethnic Background: ☐ African American ☐ Asian American ☐ Hispanic ☐ White ☐ American Indian-Tribe _____

9. Citizenship/Residency: Are you a citizen of the United States? ☐ Yes ☐ No If no, country citizenship _____

Are you an Oklahoma Resident? ☐ Yes ☐ No If yes, how long? _____ In what County? _____

If you are not an Oklahoma resident, what state are you a resident? _____

Do you have permanent resident alien status? ☐ Yes ☐ No If no, you must complete an international student application.

If you have permanent resident alien status, please include a photocopy of your registration card (front and back)

10. Permanent Mailing Address: _____
Number Street City State Zip Code

11. Home Phone Number: _____ 12. Work / Cell Phone Number: _____
Area Code Number Area Code Number

13. Email Address: _____

14. Spouse, Or Next of Kin: _____
Last Name First Name Middle Relationship

15. Address (Next of Kin): _____
Number Street City State Zip Code

16. Telephone Number (Next of Kin): _____
Area Code Number

17. Name of High School/ Graduation Date: _____

18. Did you previously attend Langston University? ☐ Yes ☐ No If yes, when did you last attend? _____
Term/Year

19. Enrollment Classification: I am applying to Langston as a:
Degree Seeking Student
☐ Senior (Earning Bachelor's Degree Current Semester) ☐ Master's Candidate (Holding Bachelor's Degree)
☐ Fifth-year (Holding 4-year/ Graduate Degree; Satisfy Professional Competencies) ☐ Doctoral Candidate (Holding Bachelor/ Master Degrees)
Non-Degree Seeking Student
☐ Post Master's (Holding Master's; Registering for Credit; Not Applying toward Degree)
☐ Special Graduate (Holding Undergraduate or Graduate Degree; Limited to 9 Hours)
☐ Professional ☐ Special Professional

20. Program Requesting Admission
☐ Master's in Entrepreneurial Studies (MES) Track I ☐ Master's in Rehabilitation Counseling (M.S.)
☐ Master's in Entrepreneurial Studies (MES) Track II ☐ Master's in Urban Education (M.Ed.)

21. Have you taken the GRE? ☐ Yes ☐ No If yes, date GRE taken? _____
 Were your scores sent to Langston? ☐ Yes ☐ No
22. Are you currently on probation from any college or university? ☐ Yes ☐ No
23. Have you ever been suspended or expelled from any college or university? ☐ Yes ☐ No
24. Have you ever been convicted of a felony? ☐ Yes ☐ No
 * If the answer is yes to any of the above questions (22, 23, 24) please attach an explanation of the circumstances to this application.

25. Have you applied for Financial Aid? ☐ Yes ☐ No If no, would you like information sent to you? ☐ Yes ☐ No
26. Please check the box(es) indicating the information you would like sent to you:
☐ Graduate Assistantship ☐ Fellowships/ Scholarships *The Free Application for Federal Student Aid (FAFSA) can be accessed at www.fafsa.ed.gov*
☐ Teaching Assistantship ☐ Loan Program

25. List all colleges, universities and professional schools attended since high school, including any you are currently attending. List in order of attendance (most recently added first). If sufficient space is not provided, please list additional schools on a separate sheet of paper. You must submit official transcripts of college work attempted for **EACH** college/ university attended, even if no credit was earned. Failure to report all institutions attended may result in dismissal or loss of credit.

Name of College/Address/City/State	Credits Earned	Degree Earned	Dates Attended		GPA
			From	To	
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Please attach a list with the application if there is not enough space provided.

Signature (Required of All Applicants)

By my signature below, I certify that:

- The information provided above is complete and accurate to the best of my knowledge.
- I understand that Langston University requires official transcripts from EACH college I have attended, and I am responsible for ensuring these transcripts are sent directly to Langston University-Tulsa.
- I authorize any college or university I have attended to furnish transcripts and any other information as requested by Langston University-Tulsa.
- I understand that withholding information requested in this application or giving false information may cause me to be ineligible for admission to, or continuation at Langston University-Tulsa.
- I authorize the Graduate Programs Admissions Committee to discuss information pertaining to the application process with those individuals providing transcripts, recommendations, and other documentation (including clinical observations).

 Signature _____ Print Name Here _____ Date _____

Please carefully review your application to determine that all information is complete and accurate. An incomplete application or failure to submit required information and documents will result in a delay of the University's admission decision. Return completed application to the **Office of Admissions** at the campus address below or to the department of your major **along with a check or money order, written to Langston University-Tulsa for \$25.00 non-refundable application fee.**

<p style="text-align: center;">LU-Tulsa CESR</p> <hr/> <p>914 N. Greenwood Ave. #111 Tulsa, OK 74106, Phone: (918) 877-8150 FAX: (918) 877-8103 llhoward@langston.edu</p>

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Website <http://www.langston.edu>



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Autobiographical Statement

Applicant's Name: _____

Social Security Number: _____

Graduate Program of Interest: _____

Instructions to Applicant: Please complete an autobiographical statement that describes why you want to pursue graduate (professional) education at Langston University in the degree program of interest. Your thoughts should be well organized, well written, and convey: (a) why you want to attend Graduate School and why you chose Langston University; (b) why you chose your major and what you have selected as a career objective and the extent of your dedication and commitment. The state should be in narrative form and should be a minimum of 500 words, not to exceed 1,000 words. The composition of the essay must be original and must not be edited by anyone other than the applicant. The statement must be typed and included with the application at the time the application is submitted.

Please sign the following and submit this document with the autobiographical statement.

I, _____, submit the following autobiographical statement to Langston University for review in partial fulfillment of the application requirements of the graduate degree program noted above. I understand that the contents of the essay will be shared in a confidential manner with the admissions committee members. I acknowledge that the information provided is accurate and was written by me independent of assistance from others.

Applicant's Signature

Date

Print Full Name

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Recommendation of Applicant

To the Applicant: Please Type or Print

Name: _____
Last First Middle

Address: _____
Number/Street City State/Zip

Telephone: _____
Home Work/Cell

Applicant Waiver:

Under the federal law entitles, the Family Education and Rights and Privacy Act of 1974, students are given the right to inspect their records, including letters of recommendation. However, we invite you, but do not require you, to sign the following waiver.

Student Signature Date

To the Individual Providing the Recommendation:

Thank you for assisting the graduate faculty in evaluating the above named applicant who is applying for admission to one of our Graduate Programs. We would appreciate your sincere assessment of the applicant.

1. How long have you known the applicant? Number of years ____ As a student ____ Other ____
2. A letter of recommendation describing specific qualities or talents of the individual may be included as a supplement to this form, and would greatly enhance our assessment of the candidate's qualities.
3. Using the qualities listed below, how would you rate the applicant on the following traits?

	Poor	Average	Good	Outstanding	Unable to Rate
Academic Performance/ Potential					
Personal Appearance					
Motivation/ Career Goals					
Leadership Skills					
Interpersonal Skills					
Verbal Skills					
Writing Skills					
Quatative Skills					
Occupational Background/ Related Experience					

4. Academic Rank and/or Job Performance (Check applicable ratings)

Academic Performance				
	Top 10%	Top 25%	Top 50%	Lower 50%

Job Performance				
	Superior	Above Average	Average	Below Average

5. Please discuss the strengths and weaknesses you think may affect the applicant's performance in graduate studies, especially in the chosen field.

6. Evaluation Summary (Please check the appropriate response)

☐ I strongly recommend the applicant for admission to the Graduate Program and feel the applicant has the potential to be an outstanding graduate student.

☐ I recommend the applicant for admission to the Graduate Program and feel the applicant will probably perform at an average or above level.

☐ Even though the qualifications of the applicant are marginal, I feel the applicant should be given the opportunity to pursue graduate study.

☐ I do not recommend the applicant for admission to the Graduate Program.

Recommender's Name (Print)

Recommender's Title

School/ Organization

Area Code Telephone

Address

City/State/Zip

Recommender's Signature

Date

Please return to:

<p style="text-align: center;">LU-Tulsa CESR</p> <hr/> <p>914 N. Greenwood Ave. Tulsa, OK 74106, #111 Phone: (918) 877-8150 FAX: (918) 877-8103 llhoward@langston.edu</p>



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Recommendation of Applicant

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Verbal Skills					
Writing Skills					
Quatative Skills					
Occupational Background/ Related Experience					

4. Academic Rank and/or Job Performance (Check applicable ratings)

Academic Performance				
	Top 10%	Top 25%	Top 50%	Lower 50%

Job Performance				
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