



# *Hawai'i Pacific University*

APPLICATION FOR GRADUATE STUDIES 2006 – 2007



[www.hpu.edu/grad](http://www.hpu.edu/grad)

# *Hawai'i Pacific University*

## CENTER FOR GRADUATE STUDIES

### GRADUATE PROGRAMS

#### Master of Business Administration (MBA)

- 12-Month MBA
- Flex MBA

#### Master of Arts in Communication (MA/COM)

#### Master of Arts in Diplomacy and Military Studies (MA/DMS)

#### Master of Arts in Global Leadership (MA/GL)

- Professional Certificate in International Management
- Professional Certificate in Global Leadership
- Professional Certificate in Environmental Studies

#### Master of Arts in Human Resource Management (MA/HRM)

- Professional Certificate in Human Resource Management

#### Master of Arts in Organizational Change (MA/OC)

- Professional Certificate in Organizational Change and Development
- Professional Certificate in National Community Change and Development
- Professional Certificate in Consulting

#### Master of Arts in Teaching English as a Second Language (MATESL)

#### Master of Education in Secondary Education

- Professional Certificate in Secondary Education

#### Master of Science in Information Systems (MSIS)

- Professional Certificate in Electronic Commerce
- Professional Certificate in Information Systems
- Professional Certificate in Knowledge Management
- Professional Certificate in Software Engineering
- Professional Certificate in Telecommunications Security

#### Master of Science in Nursing (MSN)

- RN to MSN Pathway
- Post-Master's Family Nurse Practitioner Certificate
- Nurse Educator Certificate

#### Master of Social Work



**Dear Applicant:**

Thank you for your interest in Hawai'i Pacific University and requesting an application for graduate study. This packet contains valuable information to assist you in completing your application for admission.

In order to ensure that your application is processed quickly, we encourage you to submit all documents together with your application. This includes test scores (if applicable), letters of recommendation, financial sponsorship forms (if applicable), and essays. Official transcripts must be sent directly to HPU's Graduate Admissions Office by your college or university. Once submitted to the University, all application documents become the property of Hawai'i Pacific University.

Graduate application forms may be downloaded from our Web site at [www.hpu.edu/grad](http://www.hpu.edu/grad). You may also apply online at [www.hpu.edu/grad](http://www.hpu.edu/grad).

Please use this application only if you are applying to our graduate or certificate programs. This application should not be used if you are applying to our Weekend MBA Program for Business Professionals or as a nondegree-seeking student. Please contact the Graduate Admissions Office for details on the nondegree application process.

Applications are reviewed on a rolling basis, but applicants are encouraged to submit all application documents early to ensure adequate time for evaluation and correspondence. Please follow the published priority deadlines for applicants wishing to be considered for financial aid. The admissions committee will review your complete application when all documents have been received. Admissions decisions are generally made within one or two weeks. Information on financial aid, graduate scholarships, and graduate assistantships may be requested at any time; however, awards are made only to students who have been accepted into a graduate program.

If you have any questions during the application process, please feel free to contact us.

We appreciate your interest and look forward to welcoming you on campus.

Sincerely,

Harry J. Byerly  
Associate Vice President

## APPLICATION GUIDELINES

- Hawai'i Pacific University operates on a rolling admissions basis, so early application is encouraged.
- Admissions decisions are made once all documents have been received. Notification letters are generally mailed immediately after a decision is made.
- Applicants who have been admitted will receive additional registration information following the initial acceptance letter.
- The Admissions Committee may offer conditional admission to applicants under very specific circumstances. Please consult with the Graduate Admissions Office for details.
- Transfer credit will be evaluated during the application process.
- All application materials submitted become the property of Hawai'i Pacific University and cannot be returned, reproduced, or forwarded.
- Applicants to Hawai'i Pacific University Graduate Certificate programs must complete pages 19 and 20.
- Please follow the published priority deadlines for applicants wishing to be considered for financial aid.

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The fastest way to apply is to submit your application online at: [www.hpu.edu/gradapp](http://www.hpu.edu/gradapp)

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Admission Priority  
Deadlines:

**February 15 for fall admission**

**October 15 for spring admission**

**March 15 for summer admission**



## APPLICATION INSTRUCTIONS

- Complete the graduate application. Please be sure to complete each section.
- Forward an application fee of \$50.00 payable to Hawai'i Pacific University. Payment must be made by check, credit card, money order, or bank draft in U.S. dollars. This fee is nonrefundable.
- Submit official transcripts showing successful completion of all undergraduate degrees and other completed postsecondary work.
- Submit two letters of recommendation. Recommendation forms provided with the application packet may also be used.
- Applicants to Hawai'i Pacific University's MBA or 12-month MBA program should have their Graduate Management Admission Test (GMAT) scores sent directly to the Graduate Admissions Office.
- Applicants to Hawai'i Pacific University's Master of Education or Professional Certificate in Secondary Education should have their PRAXIS 1 (Pre-Professional Skills Test) scores sent directly to the Graduate Admissions Office.

## ADDITIONAL REQUIREMENTS FOR INTERNATIONAL APPLICANTS

- Mail certified copies or have official copies of transcripts sent directly from your postsecondary school or testing authority, including an English translation.
- Submit a completed and signed Hawai'i Pacific University Statement of Financial Sponsorship Form (supplemental form).
- Submit an original or certified copy of a bank statement or letter showing that you, your sponsor, or guardian(s) have an account which provides sufficient funds to cover one year of study at Hawai'i Pacific University. (This is a requirement of the U.S. Immigration and Customs Enforcement.)
- Though not required for admission in most programs, we strongly encourage international applicants to take the Test of English as a Foreign Language (TOEFL) and the Test of Written English (TWE). Applicants who score at least 550 on the TOEFL (213 on the computer-based TOEFL) and five or above on the TWE will not be required to complete English Foundation Program (EFP) courses. TOEFL's Internet-based Testing (iBT) requires a score of 80 and a writing score of 25. International students may also submit an International English Language Testing System (IELTS) score of 6 and a written module score of 6.5.

Application Requirements by Program	Application and Fee										Other Requirements	
	Baccalaureate degree	Academic Transcripts	Essay Questions	Letters of Recommendation	Work Experience	Interview	GMAT					
MBA-Full time	•	•	•	•	•	2					•	
12-Month MBA	•	•	•	•	•	2					•	12-month MBA applicants must also have completed a baccalaureate in business or satisfied all prerequisites.
Flex MBA	•	•	•	•	•	2					•	
Weekend MBA for Business Professionals	•	•	•	•	•	2	3 yr					Applicants must complete the Weekend MBA for Business Professionals application at <a href="http://www.hpu.edu/wmba">www.hpu.edu/wmba</a> .
Master of Education in Secondary Education	•	•	•	•	•	2					•	M.Ed. applicants must also have a 2.75 G.P.A. or higher and submit passing scores on the PRAXIS Pre-Professional Skills Test.
Professional Certificate in Secondary Education	•	•	•	•	•	2					•	Applicants must also have a 2.75 G.P.A. or higher and submit passing scores on the PRAXIS Pre-Professional Skills Test.
Master of Arts in Communication	•	•	•	•	•	2						
Master of Arts in Diplomacy and Military Studies	•	•	•	•	•	2						
Master of Arts in Global Leadership	•	•	•	•	•	2	2 yr					Two years of work experience in an organization of any type.
Master of Arts in Human Resource Management	•	•	•	•	•	2						
Master of Arts in Organizational Change	•	•	•	•	•	2						
Master of Arts in Teaching English as a Second Language	•	•	•	•	•	2						Non-native speakers of English may satisfy the English competency requirement by: 1. graduating from an American college/university; or 2. earning a minimum TOEFL or IELTS score as stated in the international requirements section; or 3. enrolling in another TESL program at Hawai'i Pacific University until such time as you attain the required TOEFL/TWE or IELTS score.
Master of Science in Information Systems	•	•	•	•	•	2						
Master of Science in Information Systems for Professionals	•	•	•	•	•		3 yr					MSISP applicants must have at least three years of professional work experience in an I.T. related field and have satisfied all prerequisites requirements.
Master of Science in Nursing	•	•	•	•	•	2	1 yr				•	MSN applicants must also have completed a baccalaureate nursing degree from an accredited school of nursing and earned a G.P.A. of 3.0 or higher. Those with less than a 3.0 G.P.A. may be considered for conditional admission.
RN to MSN Pathway	•	•	•	•	•	2	1yr				•	Applicants must be an RN prior to admission to the RN to MSN program.
Master of Social Work	•	•	•	•	•	2						MSW applicants may be required to interview. Applicants who have a BSW degree may be considered for advanced standing.
Professional and Postgraduate Certificates	•											Applicants to HPU's graduate certificate programs should complete pages 19-20. Applicants to the Professional Certificate in Secondary Education are required to complete the regular graduate application.

\*Other requirements may apply



## GENERAL INFORMATION

U.S. Social Security Number: \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

### APPLYING AS:

- U.S. Citizen
- U.S. Permanent Resident  
(Include copy of legal permanent resident documentation)
- International Student

If you know your 10-digit SEVIS number, please enter it here:

**N** \_\_\_\_\_

### APPLY AS:

- Full time
- Part time

**Term Applying for: Year:** \_\_\_\_\_

- Fall Semester (September-December)
- Winter Session (December-January)
- Spring Semester (January-May)
- First Summer Session (May-June)
- Second Summer Session (June-August)
- Third Summer Session (June-August)
- Fourth Summer Session (July-August)
- Military Campus Program Term \_\_\_\_\_

**Please note:** Applicants should review the academic schedule when selecting a term.

## PROGRAM FOR WHICH YOU ARE APPLYING

- Master of Business Administration (MBA)–full time
- Flex MBA–part time
  - Accounting/CPA
  - Corporate Communication
  - E-Business
  - Economics
  - Finance
  - Human Resource Management
  - International Business
  - Information Systems
  - Management
  - Marketing
  - Travel Industry Management
- 12-Month Master of Business Administration (MBA)
- Master of Arts in Communication (MA/COM)
- Master of Arts in Diplomacy and Military Studies (MA/DMS)
- Master of Arts in Global Leadership (MA/GL)
- Master of Arts in Human Resource Management (MA/HRM)
- Master of Arts in Organizational Change (MA/OC)
  - Campus Based Program
  - Online Program
- Master of Arts in Teaching English as a Second Language (MATESL)
- Master of Education in Secondary Education (M.Ed.)
  - Professional Certificate in Secondary Education (Licensure)
- Master of Science in Information Systems (MSIS)
- Master of Science in Nursing (MSN)
  - Family Nurse Practitioner
  - Community Clinical Nurse Specialist
  - RN to MSN Program
- Master of Social Work (MSW)
  - Advanced Standing (BSW Required)
- Joint Program \_\_\_\_\_
- Other \_\_\_\_\_

**Please Note:** MBA and MSN applicants who are undecided about their concentration may leave that section blank.

## PERSONAL INFORMATION

LAST NAME (FAMILY NAME - AS IT APPEARS ON YOUR PASSPORT)

FIRST (GIVEN NAME)

MIDDLE

MAIDEN AND/OR ANY OTHER NAMES

GENDER: FEMALE  MALE  (OPTIONAL)

STATE / COUNTRY OF BIRTH

BIRTH DATE (MONTH/DAY/YEAR)

STATE / COUNTRY OF CITIZENSHIP

## PERMANENT ADDRESS

STREET AND NO.

CITY

STATE

ZIP/POSTAL CODE

COUNTRY

TELEPHONE

FAX

E-MAIL

## CURRENT ADDRESS

STREET AND NO.

CITY

STATE

ZIP/POSTAL CODE

COUNTRY

TELEPHONE

FAX

VALID UNTIL (MONTH/DAY/YEAR)

E-MAIL

## EDUCATIONAL INFORMATION

List chronologically (starting with the most recent) and submit official transcripts from every college, university, professional school, or other institution of higher education attended. If additional space is needed, attach a separate sheet to this application.

NAME OF INSTITUTION

LOCATION (CITY AND STATE OR COUNTRY)

ATTENDANCE DATES (FROM/TO)

DEGREE RECEIVED/EXPECTED AND DATE

NAME OF INSTITUTION

LOCATION (CITY AND STATE OR COUNTRY)

ATTENDANCE DATES (FROM/TO)

DEGREE RECEIVED/EXPECTED AND DATE

NAME OF INSTITUTION

LOCATION (CITY AND STATE OR COUNTRY)

ATTENDANCE DATES (FROM/TO)

DEGREE RECEIVED/EXPECTED AND DATE

**Applicants applying to the Professional or Postgraduate Certificate programs should complete pages 19-20.**



# Hawai'i Pacific University

2006 – 2007 APPLICATION FOR GRADUATE ADMISSIONS

GPA: List your overall Grade Point Average for the most recent undergraduate degree you earned or expect to earn: \_\_\_\_\_

### TRANSCRIPTS

You must request official transcripts from all colleges/universities attended, including summer sessions and any graduate study, showing proof of graduation, to be sent directly to HPU. Transcripts may be included with your application or sent to us directly by the institution.

### EXAMINATIONS

Applicants to the MBA or 12-Month MBA program should have their GMAT scores reported to Hawai'i Pacific University (code 4352). GMAT scores remain valid for five years. Applicants to other graduate programs at Hawai'i Pacific University, who have taken the GMAT, GRE, PRAXIS, Test of English as a Foreign Language (TOEFL), Test of Written English (TWE), or International English Language Testing System (IELTS) should have the results sent to the Graduate Admissions Office.

### GMAT

Yes  No

Year taken: \_\_\_\_\_ Scheduled for: \_\_\_\_\_  
month/year month/year

Score: \_\_\_\_\_

To receive a free GMAT Bulletin of Information and registration form describing arrangements for taking the test visit the GMAT Web site at [www.gmac.com](http://www.gmac.com).

### GRE

Yes  No

Year taken: \_\_\_\_\_ Scheduled for: \_\_\_\_\_  
month/year month/year

Score: \_\_\_\_\_

### TOEFL/IELTS

Yes  No

Year taken: \_\_\_\_\_ Scheduled for: \_\_\_\_\_  
month/year month/year

Score: \_\_\_\_\_ TWE \_\_\_\_\_ (writing)

### PRAXIS

M.Ed. applicants and candidates for licensure are required to have PRAXIS 1 scores sent directly to Hawai'i Pacific University (**PRAXIS 2 is not required for admission**, but is required before certain course work).

#### PRAXIS 1 Pre-Professional Skills Test

Year taken: \_\_\_\_\_ Scheduled for: \_\_\_\_\_  
month/year month/year

Score: \_\_\_\_\_

#### PRAXIS 2 (Content area test score)

Year taken: \_\_\_\_\_ Scheduled for: \_\_\_\_\_  
month/year month/year

Score: \_\_\_\_\_

Content area: \_\_\_\_\_

### PROFESSIONAL EXPERIENCE, EMPLOYMENT, AND/OR RECORD OF EXPERIENCE

List your professional experience, including full-time and part-time employment. You may also attach an additional sheet or your résumé.

\_\_\_\_\_  
DATES (MONTH/YEAR)

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATES (MONTH/YEAR)

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATES (MONTH/YEAR)

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
NUMBER OF YEARS OF FULL-TIME WORK

### COLLEGIATE AND COMMUNITY ACTIVITIES

List your professional organizations, extracurricular collegiate activities, and community activities in order of their importance to you. You may also attach an additional sheet or your résumé:

\_\_\_\_\_  
ACTIVITY DATES OFFICE HELD (IF ANY)

\_\_\_\_\_  
ACTIVITY DATES OFFICE HELD (IF ANY)

\_\_\_\_\_  
ACTIVITY DATES OFFICE HELD (IF ANY)

Please list honors, awards, or other recognition (academic, community, military, etc.) you have received:

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Please list below the two individuals you have asked for recommendations (see attachments):

\_\_\_\_\_  
NAME POSITION

\_\_\_\_\_  
ADDRESS TELEPHONE

\_\_\_\_\_  
NAME POSITION

\_\_\_\_\_  
ADDRESS TELEPHONE





2. Discuss how your unique background would contribute to the diversity of Hawai'i Pacific University's graduate programs and to the educational experiences of your fellow classmates.

Lined area for writing the response to question 2.

(attach additional sheet, if necessary)

SECURITY STATEMENT

Hawai'i Pacific University is committed to assisting all members of the HPU community in providing for their safety and security. The annual security compliance document is available on the HPU Web site at http://www.hpu.edu/security.

The Web site contains information regarding campus security and personal safety including topics such as: crime prevention, crime reporting policies, student conduct code, and the drug and alcohol policy. The Web site also provides crime statistics for the previous three calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by HPU; and on public property within, or immediately adjacent to and accessible from the campus.

This information is required by law and a paper copy may be obtained from:

Hawai'i Pacific University
Administrative Support Operations
1166 Fort Street Mall, Suite 204
Honolulu, HI 96813-2785

LEGAL NOTICE

The 2006-2007 Application for Graduate Admission contains the forms and information necessary to apply to Hawai'i Pacific University. All supporting documents, except letters of recommendation, are confidential in compliance with the Family Education Rights and Privacy Act of 1974 (FERPA).

EQUAL OPPORTUNITY

Hawai'i Pacific University does not discriminate on the basis of race, color, national origin, sex, handicap (or disability), or age in any of its policies, procedures, or practices. This nondiscrimination policy covers admission and access to, treatment, and employment in the University's programs and activities.

All of the information given in this application is complete and correct, to the best of my knowledge. If admitted, I agree to observe and conform to all rules and regulations applying to students of Hawai'i Pacific University.

I acknowledge and agree that misrepresentation of credentials, including submission of inaccurate, falsified, or plagiarized information is sufficient cause for terminating my application, revocation of all offers of admission and financial assistance, and/or termination of enrollment. I understand and agree that all submitted application materials are the property of Hawai'i Pacific University and will not be returned and that the application fee is not refundable.

SIGNATURE OF APPLICANT

DATE



**HOW DID YOU LEARN ABOUT HPU'S GRADUATE PROGRAMS?**

- Faculty referral (name, university) \_\_\_\_\_
- GMAT Forum (location, date) \_\_\_\_\_
- Graduate fair (location, date) \_\_\_\_\_
- Poster display (location) \_\_\_\_\_
- Alumnus/a (please name) \_\_\_\_\_
- Family member attended HPU \_\_\_\_\_
- Colleague or employer (please name) \_\_\_\_\_
- Advertisement (please note magazine or newspaper) \_\_\_\_\_
- Radio (please note station) \_\_\_\_\_
- Correspondence from HPU \_\_\_\_\_
- Recruiter (name) \_\_\_\_\_
- Internet (site) \_\_\_\_\_
- Other (please specify) \_\_\_\_\_

**UNDERGRADUATE MAJOR**

- |  |  |
|--|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> Accounting</li> <li><input type="checkbox"/> Advertising</li> <li><input type="checkbox"/> Architecture</li> <li><input type="checkbox"/> Biology</li> <li><input type="checkbox"/> Business</li> <li><input type="checkbox"/> Chemistry</li> <li><input type="checkbox"/> Communication</li> <li><input type="checkbox"/> Computer Science</li> <li><input type="checkbox"/> Economics</li> <li><input type="checkbox"/> Education</li> <li><input type="checkbox"/> Engineering</li> <li><input type="checkbox"/> Finance</li> <li><input type="checkbox"/> Health Science</li> <li><input type="checkbox"/> History</li> <li><input type="checkbox"/> Humanities</li> <li><input type="checkbox"/> Human Resources</li> <li><input type="checkbox"/> International Studies</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Journalism</li> <li><input type="checkbox"/> Liberal Arts</li> <li><input type="checkbox"/> Marketing</li> <li><input type="checkbox"/> Mathematics</li> <li><input type="checkbox"/> Nursing</li> <li><input type="checkbox"/> Political Science</li> <li><input type="checkbox"/> Pre-Law</li> <li><input type="checkbox"/> Pre-Medical</li> <li><input type="checkbox"/> Psychology</li> <li><input type="checkbox"/> Science</li> <li><input type="checkbox"/> Social Science</li> <li><input type="checkbox"/> Social Work</li> <li><input type="checkbox"/> Teaching English as a<br/>Second Language</li> <li><input type="checkbox"/> Tourism/Travel Industry</li> <li><input type="checkbox"/> Other _____</li> </ul> |
|--|--|

**ADVANCED DEGREE WORK (IF APPLICABLE)**

- |   |  |
|---|--|
| <ul style="list-style-type: none"> <li><input type="checkbox"/> D.D.S.</li> <li><input type="checkbox"/> J.D.</li> <li><input type="checkbox"/> Master's degree</li> <li><input type="checkbox"/> M.D.</li> </ul> | <ul style="list-style-type: none"> <li><input type="checkbox"/> Ph.D.</li> <li><input type="checkbox"/> Ed.D.</li> <li><input type="checkbox"/> Some advanced work, no degree</li> <li><input type="checkbox"/> Other</li> </ul> |
|---|--|

**PROFESSIONAL BACKGROUND (IF APPLICABLE)**

- Accounting
- Advertising
- Banking
- Consulting
- Education
- Engineering
- Film/TV/Entertainment
- Finance
- Government
- Health Care Management
- Human Resources
- Information Technology/Systems
- Insurance
- Journalism
- Law
- Management
- Marketing
- Nonprofit
- Nursing
- Physician/Medical
- Production
- Retail/Sales
- Tourism/Travel Industry
- Other \_\_\_\_\_

**WHAT OTHER GRADUATE SCHOOLS ARE YOU APPLYING TO? (FOR STATISTICAL PURPOSES ONLY)**

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## 2006-2007 ACADEMIC SCHEDULE/TUITION

Hawai'i Pacific University provides a traditional semester system with 15-week fall and spring semesters. In addition, the University provides accelerated sessions throughout the year, including a winter term and four summer sessions of various lengths. Students may choose full-time or part-time status; year-round or fall and spring semesters; and day, evening, or weekend classes. International students are required by U.S. Immigration to be full-time students during the fall and spring semesters.

The academic year (nine months) refers to fall and spring semesters (September-May). Full-time status for a graduate student is 9 credits. However, graduate students are permitted to take 12 credits per semester. Tuition is determined on a per-credit basis.

<b>FALL SEMESTER 2006</b> Term Begins September 5 Term Ends December 18	<b>SUMMER II 2007</b> Term Begins June 4 Term Ends August 22
<b>WINTER TERM 2006</b> Term Begins December 19 Term Ends January 20, 2007	<b>SUMMER III 2007</b> Term Begins June 12 Term Ends July 27
<b>SPRING SEMESTER 2007</b> Term Begins January 22 Term Ends May 13	<b>SUMMER IV 2007</b> Term Begins July 2 Term Ends August 22
<b>SUMMER I 2007</b> Term Begins May 14 Term Ends June 29	<b>FALL SEMESTER 2007</b> Term Begins September 4 Term Ends December 16

### ENTRY TERMS

When selecting an entry term, Hawai'i Pacific University offers rolling admissions and allows applicants to select the term they wish to start. However, certain programs require prerequisite classes or the completion of a foundation course in the first semester. Therefore, applicants should review the schedule below when selecting an entry term.

Program	Fall	Winter	Spring	Summer I	Summer II	Summer III	Summer IV
MBA	•	•	•	•	•	•	•
FLEX MBA	•	•	•	•	•	•	•
12-Month MBA	•						
RN-MSN	•		•		•		
MSIS	•	•	•	•	•	•	•
MA/COM	•		•		•		
MA/DMS	•		•	•	•	•	
MA/HRM	•	•	•	•	•	•	•
MA/GL	•	•	•	•	•	•	•
MA/OC	•	•	•	•	•	•	•
MATESL	•		•				
MSW	•						•
MSN	•		•				
M.Ed.	•		•	•			

### TUITION 2006-2007 ACADEMIC YEAR (NINE MONTHS, SEPTEMBER-MAY)

#### TUITION AND EXPENSES

Total costs for the 2006-2007 academic year (fall and spring) are estimated at:

Full-time Tuition (12 credits/semester)	\$ 12,480
Housing Expenses	\$ 9,840
Health Insurance	\$ 880
Books, Supplies, and Transportation	\$ 1,680
<b>Total</b>	<b>\$ 24,880</b>

#### GRADUATE TUITION

1 Credit	\$ 520
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#### PREREQUISITE TUITION

1 to 7 Credits	\$ 240/credit
8 to 11 Credits	\$ 510/credit

Students combining graduate and prerequisite classes will be charged tuition based on the total number of credits taken.

#### RN TO MSN PATHWAY

1 Credit	\$ 375
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#### 12-MONTH MBA

Total costs for the 2006-2007 academic year are estimated at:

Tuition (fall, winter, spring, and summer)	\$ 23,400
*Housing Expenses	\$ 16,075
Books, Supplies, and Transportation	\$ 2,150
Health Insurance	\$ 880
<b>Total</b>	<b>\$ 42,505</b>

**\*Housing costs include fall, spring, summer, and winter terms and are based on one-bedroom apartments.**

Your expenses may vary depending on lifestyle, tastes, and other variables. Relocation costs, transportation, and other similar expenses are not included in the estimate. These expenses should be taken into account when you establish your personal budget because financial aid may not cover all of them.

#### Financial Assistance for U.S. Citizens and Permanent Residents

Federal student loans are available for U.S. citizens, and permanent residents. Need-based (subsidized Stafford and nonneed-based, unsubsidized Stafford) loans are the main source for funding.

#### Scholarships, Assistantships, and Student Employment

Hawai'i Pacific University offers several institutional scholarships and assistantships to U.S. citizens, permanent residents, and international applicants. Qualified applicants with demonstrated financial need may apply. Please visit HPU's Web site for deadlines and an application.

A limited number of campus jobs are available. Interested students may contact the Career Services Center upon arrival for information on job openings.





OFFICE USE ONLY



### TO THE APPLICANT

Complete the section below and provide your reference with a stamped self-addressed envelope.

APPLICANT'S LAST NAME FIRST NAME INITIAL

SOCIAL SECURITY NUMBER

HPU PROGRAM TO WHICH YOU ARE APPLYING

Applying for:  Fall \_\_\_\_\_  Summer \_\_\_\_\_  
 Spring \_\_\_\_\_  Winter \_\_\_\_\_  
 Military Campus Program Term \_\_\_\_\_

Materials in student files, such as recommendation forms, are open to inspection by the student upon request, unless the student has waived the right of access in advance. Please indicate your wish by completing and signing the statement below. Your right to review this form is considered waived if you do not circle a response.

I (circle one) DO DO NOT  
waive access to this recommendation.

APPLICANT'S SIGNATURE DATE

### TO THE RECOMMENDER

The above-named applicant is applying for admission to Hawai'i Pacific University. Your insight into this applicant's talent and abilities will be important in determining his/her entrance. This form should be returned in the envelope provided; please seal it and sign it across the seal. **We are aware of the time and care necessary to prepare this evaluation and gratefully acknowledge your assistance.**

NAME OF INDIVIDUAL COMPLETING THIS FORM

POSITION/TITLE

ORGANIZATION/INSTITUTION

ADDRESS STREET AND NO.

CITY STATE ZIP/POSTAL CODE COUNTRY

PHONE NUMBER

Please compare the applicant with others you have known during your professional career. For each of the categories below, check the appropriate box.

	Excellent	Above Average	Average	Below Average	Inadequate Opportunity to Observe
Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quantitative ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Command of field of study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Results orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assertiveness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### OVERALL IMPRESSION OF CANDIDATE

- Enthusiastically recommended
- Recommended
- Recommend with some reservations
- Do not recommend

Please return your completed form to:

**HAWAI'I PACIFIC UNIVERSITY**  
 GRADUATE ADMISSIONS  
 1164 Bishop Street, Suite 911  
 Honolulu, Hawai'i 96813  
 Phone: 808-544-1135  
 Fax: 808-544-0280





## CONFIDENTIAL RECOMMENDATION FORM

### TO THE APPLICANT

Complete the section below and provide your reference with a stamped self-addressed envelope.

APPLICANT'S LAST NAME                      FIRST NAME                      INITIAL

SOCIAL SECURITY NUMBER

HPU PROGRAM TO WHICH YOU ARE APPLYING

Applying for:     Fall \_\_\_\_\_     Summer \_\_\_\_\_  
 Spring \_\_\_\_\_     Winter \_\_\_\_\_  
 Military Campus Program Term \_\_\_\_\_

Materials in student files, such as recommendation forms, are open to inspection by the student upon request, unless the student has waived the right of access in advance. Please indicate your wish by completing and signing the statement below. Your right to review this form is considered waived if you do not circle a response.

I (circle one)    DO    DO NOT  
waive access to this recommendation.

APPLICANT'S SIGNATURE    DATE

### TO THE RECOMMENDER

This form should be returned in the envelope provided; please seal it and sign it across the seal. We are aware of the time and care necessary to prepare this evaluation and gratefully acknowledge your assistance.

NAME OF INDIVIDUAL COMPLETING THIS FORM

POSITION/TITLE

ORGANIZATION/INSTITUTION

ADDRESS    STREET AND NO.

CITY                      STATE                      ZIP/POSTAL CODE                      COUNTRY

PHONE NUMBER

Please compare the applicant with others you have known during your professional career. For each of the categories below, check the appropriate box.

	Excellent	Above Average	Average	Below Average	Inadequate Opportunity to Observe
Analytical ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Quantitative ability	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Command of field of study	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Written English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Oral English	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Interpersonal skills	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Leadership potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Results orientation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Assertiveness	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Professional knowledge	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

### OVERALL IMPRESSION OF CANDIDATE

- Enthusiastically recommended
- Recommended
- Recommend with some reservations
- Do not recommend

Please return your completed form to:

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 Phone: 808-544-1135  
 Fax: 808-544-0280







OFFICE USE ONLY





OFFICE USE ONLY



### GRADUATE CERTIFICATE APPLICATION

Applicants to Hawai'i Pacific University's graduate certificate programs are required to submit official copies of university/college degree work. Letters of recommendation are not required for graduate certificate applicants.

#### GENERAL INFORMATION

U.S. Social Security Number: \_\_\_\_/\_\_\_\_/\_\_\_\_

#### APPLYING AS:

- U.S. Citizen
  - U.S. Permanent Resident  
(Include copy of legal permanent resident documentation)
  - International Student
- If you know your 10-digit SEVIS number, please enter it here:

**N** \_\_\_\_\_

#### APPLY AS:

- Full time
- Part time

Term Applying for: Year: \_\_\_\_\_

- Fall Semester (September-December)
- Winter Session (December-January)
- Spring Semester (January-May)
- First Summer Session (May-June)
- Second Summer Session (June-August)
- Third Summer Session (June-August)
- Fourth Summer Session (July-August)
- Military Campus Program Term \_\_\_\_\_

#### CERTIFICATE FOR WHICH YOU ARE APPLYING

- Professional Certificate in Consulting
- Professional Certificate in Electronic Commerce
- Professional Certificate in Environmental Studies
- Professional Certificate in Global Leadership
- Professional Certificate in Human Resource Management
  - Online Program
  - Campus-based Program
- Professional Certificate in Information Systems
- Professional Certificate in International Management
- Professional Certificate in Knowledge Management
  - Online Program
  - Campus-based Program
- Professional Certificate in National Community Change and Development
  - Online Program
  - Campus-based Program
- Professional Certificate in Organizational Change and Development
  - Online Program
  - Campus-based Program
- Professional Certificate in Software Engineering
- Professional Certificate in Telecommunications Security
- Post-Master's Family Nurse Practitioner Certificate
- Nurse Educator Certificate
- Other \_\_\_\_\_

#### PERSONAL INFORMATION

LAST NAME (FAMILY NAME - AS IT APPEARS ON YOUR PASSPORT)

FIRST (GIVEN NAME)

MIDDLE

MAIDEN AND/OR ANY OTHER NAMES

GENDER: FEMALE  MALE  (OPTIONAL)

STATE / COUNTRY OF BIRTH

BIRTH DATE (MONTH/DAY/YEAR)

STATE / COUNTRY OF CITIZENSHIP

#### PERMANENT ADDRESS

STREET AND NO.

CITY

STATE

ZIP/POSTAL CODE

COUNTRY

TELEPHONE

FAX

E-MAIL

#### CURRENT ADDRESS

STREET AND NO.

CITY

STATE

ZIP/POSTAL CODE

COUNTRY

TELEPHONE

FAX

VALID UNTIL (MONTH/DAY/YEAR)

E-MAIL

#### EDUCATIONAL INFORMATION

List chronologically (starting with the most recent) and submit official transcripts from every college, university, professional school, or other institution of higher education attended. If additional space is needed, attach a separate sheet to this application.

NAME OF INSTITUTION

LOCATION (CITY AND STATE OR COUNTRY)

ATTENDANCE DATES (FROM/TO)

DEGREE RECEIVED/EXPECTED AND DATE

NAME OF INSTITUTION

LOCATION (CITY AND STATE OR COUNTRY)

ATTENDANCE DATES (FROM/TO)

DEGREE RECEIVED/EXPECTED AND DATE

NAME OF INSTITUTION

LOCATION (CITY AND STATE OR COUNTRY)

ATTENDANCE DATES (FROM/TO)

DEGREE RECEIVED/EXPECTED AND DATE



# Hawai'i Pacific University

2006 – 2007 APPLICATION FOR GRADUATE ADMISSIONS

GPA: List your overall grade point average for the most recent undergraduate degree you earned or expect to earn: \_\_\_\_\_

### TRANSCRIPTS

You must request official transcripts from all colleges/universities attended, including summer sessions and any graduate study, showing proof of graduation, to be sent directly to HPU. Transcripts may be included with your application or sent to us directly by the institution. You should not, however, delay initial submission of your application.

### INTERNATIONAL APPLICANTS

International applicants who have taken the GMAT, GRE, Test of English as a Foreign Language (TOEFL), Test of Written English (TWE), or International English Language Testing System (IELTS) should have the results sent to the Graduate Admissions Office. International applicants should also complete and submit the Statement of Financial Sponsorship form on page nine of the Graduate Application.

### TOEFL/IELTS

Yes  No

Year taken: \_\_\_\_\_ Scheduled for: \_\_\_\_\_  
month/day/year month/year

Score: \_\_\_\_\_ TWE \_\_\_\_\_ (writing)

### PROFESSIONAL EXPERIENCE, EMPLOYMENT, AND/OR RECORD OF EXPERIENCE

List your professional experience, including full-time and part-time employment. You may also attach an additional sheet or your résumé.

\_\_\_\_\_  
DATES (MO./YR.)

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
DUTIES/TITLE

\_\_\_\_\_  
DATES (MONTH/YEAR)

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATES (MONTH/YEAR)

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
TITLE

\_\_\_\_\_  
DATES (MONTH/YEAR)

\_\_\_\_\_  
EMPLOYER

\_\_\_\_\_  
DUTIES/TITLE

\_\_\_\_\_  
NUMBER OF YEARS OF FULL-TIME WORK

### LEGAL NOTICE

The 2006-2007 Application for Graduate Admission contains the forms and information necessary to apply to Hawai'i Pacific University. All supporting documents, except letters of recommendation, are confidential in compliance with the Family Education Rights and Privacy Act of 1974 (FERPA).

### SECURITY STATEMENT

Hawai'i Pacific University is committed to assisting all members of the HPU community in providing for their safety and security. The annual security compliance document is available on the HPU Web site at <http://www.hpu.edu/security>.

The Web site contains information regarding campus security and personal safety including topics such as: crime prevention, crime reporting policies, student conduct code, and the drug and alcohol policy. The Web site also provides crime statistics for the previous three calendar years concerning reported crimes that occurred on campus; in certain off-campus buildings or property owned or controlled by HPU; and on public property within, or immediately adjacent to and accessible from the campus.

This information is required by law and a paper copy may be obtained from:

Hawai'i Pacific University  
Administrative Support Operations  
1166 Fort Street Mall, Suite 204  
Honolulu, HI 96813-2785

### EQUAL OPPORTUNITY

*Hawai'i Pacific University does not discriminate on the basis of race, color, national origin, sex, handicap (or disability), or age in any of its policies, procedures, or practices. This nondiscrimination policy covers admission and access to, treatment, and employment in the University's programs and activities.*

*All of the information given in this application is complete and correct, to the best of my knowledge. If admitted, I agree to observe and conform to all rules and regulations applying to students of Hawai'i Pacific University.*

*I acknowledge and agree that misrepresentation of credentials, including submission of inaccurate, falsified, or plagiarized information is sufficient cause for terminating my application, revocation of all offers of admission and financial assistance, and/or termination of enrollment. I understand and agree that all submitted application materials are the property of Hawai'i Pacific University and will not be returned and that the application fee is not refundable.*

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

# UPCOMING GRADUATE ADMISSIONS EVENTS SCHEDULE

## CAMPUS VISITS

Visits to Hawai'i Pacific University's campus in Honolulu, Hawai'i may be scheduled using the online visitor reservation form, found at [www.hpu.edu/visithpu](http://www.hpu.edu/visithpu). Prospective students are encouraged to contact the Graduate Admissions Office for assistance with their travel and accommodations.

## CAMPUS SEMINARS

Members of the Graduate Admissions staff host free informational seminars on Hawai'i Pacific University's graduate programs throughout the year. Seminars are generally held in the Center for Graduate Studies located at 1164 Bishop Street, Suite 911, Honolulu, Hawai'i. You may reserve your seat at any of these events by using our online reservation form at [www.hpu.edu/gradevents](http://www.hpu.edu/gradevents).

## GLOBAL RECRUITING EVENTS

Place, time, and location of all the upcoming graduate admissions events can be found online at the Hawai'i Pacific University Web site. Graduate Admissions staff also visit university and college campuses throughout the year; a complete schedule along with updates and changes to our published calendar can be found online. Prospective students are encouraged to schedule individual appointments with Graduate Admissions staff while they are in your city. Interview appointments may be scheduled online and generally last 30 minutes.



**HAWAII PACIFIC UNIVERSITY • CENTER FOR GRADUATE STUDIES**

1164 Bishop Street, Suite 911 • Honolulu, Hawai'i 96813-2882

Telephone: (808) 544-1135 • Toll-free: 1-866-GRAD-HPU

Fax: (808) 544-0280 • E-mail: [graduate@hpu.edu](mailto:graduate@hpu.edu) • Web site: [www.hpu.edu/grad](http://www.hpu.edu/grad)

