APPLICATION FOR ADMISSIONS

1018 S. 7th Street
Louisville, Kentucky 40203
Phone: (502) 776-1443 Fax: (502) 776-2227/ (502) 614-1905

Instructions:

Students desiring to be admitted to Simmons College of Kentucky should submit all of the following documents to the Admissions Office and complete the subsequent requirements listed below.

Documents to be completed by the applicant

1. A completed and signed Application for Admission
2. A signed acknowledgment sheet. Note: you must read the Simmons College of Kentucky Student Handbook and the Christian Service Handbook before signing.
3. An essay discussing why you want to attend Simmons College of Kentucky. (Required length for A.A. and B.A. programs: two pages; for B.Th. program: five pages.)
4. $40.00 (non-refundable) application fee

Documents the applicant must request from other institutions or persons:

5. A copy of the applicant's High School diploma or equivalent (GED)
6. An official High School transcript
7. A copy of your ACT or SAT scores*
8. Documentation of any earned post-secondary degrees NOTE: Students applying for admission to the B.Th. program must submit proof of having completed a bachelor's degree.
9. An official transcript from all colleges or universities attended
10. Three (3) Simmons College of Kentucky character reference forms

Further steps required for admission

11. Make and attend an appointment with an admissions counselor
12. Attend an Orientation Session
13. Declare a program of study
14. Apply for a student id and library card
15. Acquire a Simmons email address (even if the applicant has other email addresses)
16. Sign up for Christian Service by making an appointment with Rev. Sams
17. Register for classes. Note: Registration is a separate process from admission. You will need a registration packet (enrollment agreement form).

*Applicants who have not taken a standardized test will be admitted provisionally. They will be required to take a short placement exam prior to enrolling for classes, and they must sit for an ACT exam or the extended Simmons Placement Exam within a year of admission. There is a fee associated with the Simmons Placement Exam.

It is the prospective student's responsibility to insure that all of the above documents arrive at the Admissions Office and all appointments are made and kept in a timely manner.
Any questions can be directed to the Admissions Office or the Dean of Students at Simmons College of Kentucky

Last amended 1/10/2011

Simmons College of Kentucky is an institution of biblical higher education dedicated to educating people in the urban context through strong academic and professionalprograms in order that they might become productive citizens and agents of change in society.

Application for Admissions

to

Simmons College of Kentucky

The following information should be typed or printed in blue or black ink. Any information that does not apply should be marked NA (not applicable).

Degree Program Apply to:
__ Certificate of Christian Ministry
__ Diploma of Christian Ministry
__ Bachelor of Arts
__ Bachelor of Theology
__ Special Studies

Personal Information:

Name:_____
(Last) (First) (M.I.)

Social Security Number:_____-_____-_____

Address:_____
(Street) (City) (State) (Zip)

Phone:_____

Date of Birth:_____ Gender: __ Male __ Female
(Month) (Day) (Year)

Religious Affiliation:_____

Current Employer:_____

Address:_____
(Street) (City) (State) (Zip)

Phone Number:_____

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Family Information:

Marital Status: __ Single __ Married __ Separated __ Divorced

Name of Spouse:_____
(Last) (First) (Maiden)

Spouse's Employer:_____

Address:_____
(Street) (City) (State) (Zip)

Phone Number:_____

Educational History:

Last Grade Completed: _____

Name of High School:_____

Address:_____
(Street) (City) (State) (Zip)

Years Attended:_____ Did you Graduate: __ Yes __ No

Name of High School:_____

Address:_____
(Street) (City) (State) (Zip)

Years Attended:_____ Did you Graduate: __ Yes __ No

Name of College:_____

Address:_____
(Street) (City) (State) (Zip)

Program of Study:_____ Major:_____

Years Attended:_____ Did you Graduate: __ Yes __ No

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Name of College:_____

Adress:_____
(Street) (City) (State) (Zip)

Program of Study:_____ Major:_____

Years Attended:_____ Did you Graduate: __ Yes __ No

Name of Institution:_____

Address:_____
(Street) (City) (State) (Zip)

Program of Study:_____ Major:_____

Years Attended:_____ Did you Graduate: __ Yes __ No

Religious History:

Current Religious Affiliation:_____

Date of Coversion:_____ Date of Baptisms:_____

Current Church Membership:_____

Address:_____
(Street) (City) (State) (Zip)

Date of Membership:_____

Honors and Awards:

List any honors and award that you have received in the last 10 years: _____

_____

_____

_____

Community Involvement:

List any volunteer work:_____

_____

_____

_____

Essay:

Write a two (2) to five (5) page essay on separate sheets of paper discussing why you want to attend Simmons College of Kentucky, what you desire to get from your college experience and career goals. IMPORTANT: All entering students will be automatically placed in English 099 or mandatory composition workshops unless the quality of their admissions essay indicates a higher level of ability.

Character References:

The applicant should submit a reference from three persons unrelated to the applicant. (Character Reference forms are included in the application packet)

1. Pastor or Minister
2. Professional Person (former teacher, job supervisor)
3. Layperson

Character references are to mail the Character Reference forms to the Admissions Office of Simmons College of Kentucky.

In making application for admission to Simmons College of Kentucky, I pledge myself to abide by all the regulations of Simmons College of Kentucky.

Applicant Signature:_____Date:_____

Office Use Only:
Application received on:_____ Approved __ Yes __ No

Signature of Student Affairs Officer:_____

Date Approved:_____

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Character Reference Form

Applicant Name: _____ Program Applied for: _____

An applicant has the right to access any information in his or her own student file.
____ I waive ____ I do not waive my right of access to this recommendation form as established by

The Privacy Act of 1974. (Signature of **Applicant**) _____

Name of Reference: _____

Address:_____
(Street) (City) (State) (Zip)

Job title: _____ Phone: _____

How do you know the applicant? _____

How long have you known the applicant? _____

Do you know of any physical, mental, or emotional problems that might hamper the applicant's ability to do academic work? ___ Yes ___ No If yes, please explain.

Do you know of any habit (sexual, drugs, alcohol, etc.)? ___ Yes ___ No If yes, please explain.

How would you characterize the applicant's motivation for study at Simmons? _____

Would you recommend the applicant for study at Simmons College of Kentucky? __ Yes __ No If no, please explain (USE BACK IF NECESSARY)

Please, evaluate the applicant based on the following categories.
Feel free to add additional comments on a separate sheet of paper or on the back.

	Excellent	Good	Average	Below Average	Poor	Unable to Respond
Leadership Potential						
Organization						
Personal Maturity						
Ability to work with others						
Emotional Stability						
Academic aptitude						
Ability to turn in work on time						
Attention to Detail						
Financial Responsibility						

Signature: _____ Date: _____

Return to: Admissions Office: 1018 S. 7th Street Louisville, KY 40203