

# APPLICATION FOR ADULT UNDERGRADUATE ADMISSION

TO BE COMPLETED BY APPLICANT. PLEASE PRINT IN INK.

# LEWIS UNIVERSITY

OFFICE OF  
GRADUATE AND  
ADULT ADMISSION

Unit 1213  
One University Parkway  
Romeoville, Illinois  
60446-2200

(815) 836-5610  
toll-free (800) 897-9000  
fax (815) 836-5578

[acceleratedprogram@lewisu.edu](mailto:acceleratedprogram@lewisu.edu)  
[www.lewisu.edu](http://www.lewisu.edu)

*Applicants for admission  
must complete the Adult  
Undergraduate Admission  
Application **fully** and  
return it to the Office of  
Graduate and Adult  
Admission along with a  
\$40 application fee (check  
or money order payable to  
Lewis University).*



# Application for Admission

## Admission Statement

Adult undergraduate programs at Lewis University offer working adults an opportunity to complete a degree program, start a new career path in a new major, or update knowledge in your chosen field. It is expected that a candidate for admission will have already completed college-level coursework, and thereby have an understanding of what it takes to be academically successful. Our programs require a serious commitment on the part of our students. Admission is offered to the most qualified applicants in each program.

## Instructions for Completing this Application

1. Complete the application form accurately and honestly.
2. Forward official transcripts from all colleges/universities in which you were enrolled. Transcripts should be sent directly from each institution. Transcripts may also be delivered in a sealed envelope. Failure to submit information from all institutions attended can result in cancellation of your application for admission.
3. Attach a \$40 non-refundable application fee to the completed application. A check or money order should be made payable to Lewis University.
4. Specific programs have specific admission requirements. Please refer to the enclosed Admission checklist or the Lewis Web site at [www.lewisu.edu](http://www.lewisu.edu) for specific information.

## Notice of Decision

Once we receive the appropriate documentation required for your degree program as listed above, we will send you notification by mail. If you have any questions, please contact us at [acceleratedprogram@lewisu.edu](mailto:acceleratedprogram@lewisu.edu) or (815) 836-5610.

**Biographical Information**

FULL LEGAL NAME/LAST	FIRST	PREFERRED FIRST NAME	MIDDLE OR INITIAL	MAIDEN NAME	
PERMANENT ADDRESS	CITY		STATE	ZIP	COUNTY
PERMANENT TELEPHONE NUMBER WITH AREA CODE	CELL PHONE (IF PREFERRED)		E-MAIL ADDRESS		
SOCIAL SECURITY NUMBER	BIRTH DATE				
Gender: <input type="radio"/> Male <input type="radio"/> Female	Marital Status: <input type="radio"/> Single <input type="radio"/> Married				

**If you are not a U.S. citizen, please complete the following:**

Permanent Resident in the U.S.  Immigrant \_\_\_\_\_  
ALIEN REGISTRATION NUMBER

COUNTRY OF PERMANENT RESIDENCE \_\_\_\_\_

To satisfy Federal Government requirements, please indicate racial or ethnic and religious information (optional):

African American  Asian/Pacific Islander  Caucasian  Latino/Latina  Native American  
 Multi-racial \_\_\_\_\_  Other (SPECIFY) \_\_\_\_\_  
 Religious Affiliation \_\_\_\_\_

**Enrollment Information**

When do you intend to enroll at Lewis University?  Fall 20\_\_\_\_  Spring 20\_\_\_\_  Summer 20\_\_\_\_  
Intended enrollment status:  Full-time  Part-time  Non-degree seeking

**Program of Study**

<input type="radio"/> Business Administration (B.S.)	<input type="radio"/> Applied Sociology and Political Science (B.A.)
<input type="radio"/> Management (B.A.)	<input type="radio"/> Criminal/Social Justice (B.A.) Sworn Officers
<input type="radio"/> Information Technology Management (B.S.)	<input type="radio"/> Human Resource Management (B.A.)
<input type="radio"/> RN/BSN	<input type="radio"/> Fire Service Administration (B.A.)
<input type="radio"/> Bachelor's to BSN Prelicensure Track	<input type="radio"/> Construction Administration (B.A.)
<input type="radio"/> Healthcare Leadership (B.A.)	<input type="radio"/> Hospitality Administration (B.A.)
	<input type="radio"/> Other _____

**Class Location Preference**

Romeoville (Main Campus)  
 Chicago  
 Hickory Hills  
 Oak Brook  
 Shorewood  
 Tinley Park  
 Other \_\_\_\_\_

**Employment Information**

EMPLOYER \_\_\_\_\_

EMPLOYER ADDRESS	CITY	STATE	ZIP
E-MAIL ADDRESS	JOB TITLE		
EMPLOYMENT TELEPHONE NUMBER WITH AREA CODE	PLEASE INDICATE THE BEST PLACE AND TIME TO CONTACT YOU		

**Work Experience** Please list work experience beginning with the most recent.

EMPLOYER	CITY/STATE	DATES	POSITION
EMPLOYER	CITY/STATE	DATES	POSITION
EMPLOYER	CITY/STATE	DATES	POSITION

**Education Background** List below all colleges/universities that you have attended, or are attending. Please include military service.

NAME OF INSTITUTION	CITY/STATE	ATTENDED (MO/YR TO MO/YR)
MAJOR FIELD	NUMBER HOURS EARNED (SEM. OR QTR.)	DEGREE/DIPLOMA (AA, BA, ETC.)
NAME OF INSTITUTION	CITY/STATE	ATTENDED (MO/YR TO MO/YR)
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MAJOR FIELD	NUMBER HOURS EARNED (SEM. OR QTR.)	DEGREE/DIPLOMA (AA, BA, ETC.)

**Standardized Test Information** If applicable, list standardized exams taken for college credit (CLEP, DANTES, USAFI) or ACE credit courses.

NAME OF TEST	DATE TAKEN	SCORE
NAME OF TEST	DATE TAKEN	SCORE
(FOR INTERNATIONAL STUDENTS ONLY) TEST OF ENGLISH AS A FOREIGN LANGUAGE	DATE TOEFL TAKEN	TOEFL SCORE

- Did you send your scores to Lewis University?  YES  NO
- Have you previously attended Lewis University?  YES  NO
- Are you in default of a loan with any institution of higher learning?  YES  NO

*Please note: if you have previously attended Lewis University, your signature at the end of the application gives the Office of Graduate and Adult Admission permission to request a copy of your Lewis University permanent record from the Office of the Registrar.*

What influenced you to apply to Lewis University? \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

Lewis University does not discriminate against any applicant because of race, color, religion, gender, national origin, age or disability.

I certify that the information on this application is correct to the best of my knowledge. I understand that failure to answer any question on this form truthfully, fully, and accurately may make me ineligible for admission to Lewis University or may result in my dismissal from the University.

Signature of Applicant \_\_\_\_\_

Date \_\_\_\_\_



# Program Specific Checklist

## College of Arts and Sciences

### **Bachelor of Arts in Fire Service Administration**

- Be at least 24 years of age
- 3 years of work experience
- Associates degree in a fire service related field, or equivalent college credit
- Submit official academic transcripts from all colleges attended
- Meet with Admission Counselor

### **Bachelor of Arts in Applied Sociology and Political Science**

- Be at least 24 years of age
- 3 years of work experience
- Successfully completed at least 12 semester credit hours of college-level learning
- Submit official academic transcripts from all colleges attended (2.0/4.0 GPA)
- Meet with Adult Admission Counselor

## College of Nursing and Health Professions

### **RN/BSN Completion Program**

- Graduated from a state approved diploma, associate degree program or foreign nursing program
- Submit current valid Illinois nursing license
- Submit official academic transcripts from all colleges attended

### **Healthcare Leadership**

- Be at least 24 years of age
- Completed an allied healthcare degree (A.A.S. or certification)  
-OR-  
2 years of work experience in a healthcare organization  
-OR-  
an interest in healthcare
- Successful completion of 12 semester credit hours of college-level learning
- Submit official academic transcripts from all colleges attended (2.0/4.0 GPA)
- Meet with Adult Admission Counselor

### **Bachelor's to BSN Prelicensure Track**

- Bachelor's degree from an accredited college or university
- Submit official academic transcripts from all colleges attended (2.75/4.0 GPA)
- Successful completion of the Nursing Entrance Test (NET)
- Personal statement regarding career change into nursing
- One letter of recommendation
- Attend Program Director's Information Session

## College of Business

### **Bachelor of Science in Business Administration**

- Be at least 24 years of age
- 3 years of work experience
- Successfully completed at least 12 semester credit hours of college-level learning
- Submit official academic transcripts from all colleges attended (2.0/4.0 GPA)
- Meet with Adult Admission Counselor

### **Bachelor of Science in Information Technology Management**

- Be at least 24 years of age
- 3 years of work experience
- Successfully completed at least 12 semester credit hours of college-level learning
- Submit official academic transcripts from all colleges attended (2.0/4.0 GPA)
- Meet with Adult Admission Counselor

### **Bachelor of Arts in Management**

- Be at least 24 years of age
- 3 years of work experience
- Successfully completed at least 12 semester credit hours of college-level learning
- Submit official academic transcripts from all colleges attended (2.0/4.0 GPA)
- Meet with Adult Admission Counselor

## School for Professional and Continuing Education

### **Bachelor of Arts in Construction Administration**

- Be at least 24 years of age
- 3 years of work experience
- Successfully completed at least 12 semester credit hours of college-level learning
- Submit official academic transcripts from all colleges attended (2.0/4.0 GPA)
- Meet with Adult Admission Counselor

### **Bachelor of Arts in Hospitality Administration**

- Be at least 24 years of age
- 3 years of work experience
- Successfully completed at least 12 semester credit hours of college-level learning
- Submit official academic transcripts from all colleges attended (2.0/4.0 GPA)
- Meet with Adult Admission Counselor

