

**Murray State University**

College of Education and Human Services  
Educational Studies, Leadership & Counseling  
Postsecondary Education Administration  
3201 Alexander Hall  
Murray, KY 42071  
270.809.2793 / 270.809.3799 (Fax)

**Applying for**

\_\_\_ Fall (Deadline July 31)  
(Preferred Deadline May 1)  
\_\_\_ Spring (Deadline December 1)  
(Preferred Deadline October 1)

Admission to the College Advising, Higher Education Assessment, Higher Education Management, and Student Affairs certificate programs is based upon the student’s 1.) academic transcript(s), 2.) letter of intent, and 3.) current resume. Applicants must complete the MSU graduate and program applications as part of the admission process. Academic transcripts should be mailed to the MSU Graduate Office. The letter of intent and current resume should be emailed to blittlepage@murraystate.edu

**Personal Information**

Full Name: \_\_\_\_\_ E-Mail: \_\_\_\_\_  
Last First MI

Mailing Address: \_\_\_\_\_  
Street City State Zip

Phone No: \_\_\_\_\_ (home) \_\_\_\_\_ (cell) \_\_\_\_\_ (work)

**Employment Information**

Employer (begin with most recent)	Title	Supervisor	City, State	Begin-End Dates

**References**

List three instructors and/or professional references who can advocate on your behalf.

Reference	Title	Organization/ Institution	Email	Phone	Association to the Reference

**Letter of Intent (Certificate applicants only)**

Include a word processed letter addressed to the ‘PSE Admission Committee’ describing in 500 words or less:

Why you selected this program.

Your career and personal goals as related to the postsecondary administration profession

I certify that the information on this application is complete and accurate to the best of my knowledge. I realize that providing false or inaccurate information may lead to action, including dismissal from the University.

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Date