

GRADUATE APPLICATION FOR ADMISSION

www.embryriddle.edu/graduate

EMBRY-RIDDLE
Aeronautical University™

APPLICATION FOR ADMISSION

The Office of International and Graduate Admissions is committed to providing superior service to graduate applicants, giving all an opportunity to achieve their dreams through an avenue of education. All members of this department strive to uphold the ideals of integrity, honesty, and trust, with individual attention to each student being of the highest importance.

Although you may apply for admission any time before the deadline, we urge you to do so early.

All applicants must submit the following items to the Office of International and Graduate Admissions prior to the application deadline:

- Fall Semester Deadline: July 1
- Spring Semester Deadline: November 1
- Summer Semester Deadline: March 1

■ **Completed Application Form and the Application Fee**

(\$50 application fee)

* Please note: Permanent residents must provide a photocopy of their ARC (Alien Registration Card).

■ **Transcripts**

- Official sealed transcripts for all college coursework, both undergraduate and graduate, from all colleges and universities attended (minimum of a bachelor's degree required).
- Course descriptions for all graduate coursework to be considered for transfer.

■ **Statement of Objectives**

The statement of objectives is an important part of your application. You should give your reasons for wishing to do graduate work in the field you have chosen, incorporating your interests and your background as well as your long-term professional goals, defining how Embry-Riddle's programs support these interests and goals. This should be at least three or four paragraphs.

■ **Three References** (recommendations)

Please submit two academic and one professional reference. Forms are included in the application booklet. Additional forms are available at: www.embryriddle.edu/graduate

■ **Resume**

A current resume outlining your education, work experience, special activities, and awards.

■ **Test Scores**

- **GMAT** — All applicants to the MBA program at Embry-Riddle must submit GMAT scores (Graduate Management Admission Test) to the Office of International and Graduate Admissions. Please contact our office to obtain the minimum test requirement. Requirement is waived only if the student holds another graduate-level degree.

For further information about GMAT, visit www.mba.com

- **GRE**

The GRE (Graduate Records Examination) is recommended for all programs, excluding MBA.

For further information about GRE, visit www.gre.org

ESTIMATED STUDENT BUDGET FOR 2010–2011

Tuition (18 credits)	\$20,610
Books	\$1,200
Fees: Health.	\$210
Technology	\$440
Student Government Association	\$200
Facilities	\$300
Living Expenses (Food, Rent, Misc.)	\$13,000
Total Estimated Expenses	*\$35,960

*Living expense estimates are for 12 months. Tuition and fee estimates do not include optional summer semester.

FINANCIAL ASSISTANCE

Please contact Financial Aid to learn about loan eligibility for graduate students.

Financial Aid Contact Information

Daytona Beach, FL:

1-800-943-6279 (U.S. & Canada) or
1-386-226-6300 (Worldwide)
Fax: 1-386-226-6307
E-mail: finaid@erau.edu

Prescott, AZ:

1-800-888-3728 (U.S. & Canada) or
1-928-777-3765 (Worldwide)
Fax: 1-928-777-3893
E-mail: prfinaid@erau.edu

PROGRAM-SPECIFIC REQUIREMENTS

■ **Master of Science in Aeronautics (MSA)**

Applicants must complete undergraduate prerequisites in the areas of psychology, economics, computer applications, and mathematics. Students should possess a strong academic record, generally evidenced by a CGPA of 3.0 or higher. The GRE will be required for those applicants with a CGPA below 3.0.

■ **Master of Business Administration (MBA) — Residential and Online**

Applicants must possess a strong academic record, generally evidenced by a CGPA of 3.0 or higher. Submission of GMAT scores is required. The University may waive the GMAT requirement if another master's degree has been completed. Students must have prerequisite knowledge in the areas of management, quantitative methods, accounting, marketing, finance, and economics. If they do not possess such knowledge, they may be required to complete modules or undergraduate business courses in these areas. Information about the GMAT may be found at www.mba.com.

■ **Master of Science in Aerospace Engineering or Master of Aerospace Engineering (MSAE/MAE)**

Applicants must have an undergraduate degree in Aeronautical or Aerospace Engineering, or equivalent. If earned in the United States, the degree must be from an ABET-accredited program. Students should possess a strong academic record, evidenced by a CGPA of 3.0 or higher.

Students with an equivalent degree in mechanical or equivalent engineering disciplines may be considered. The GRE, although not required, is strongly encouraged.

■ **Master of Science in Mechanical Engineering (MSME)**

Applicants must have an undergraduate degree in an engineering discipline. If earned in the United States, the degree must be from an ABET-accredited program. Students should possess a strong academic record, evidenced by a CGPA of 3.0 or higher.

■ **Master of Science in Safety Science (MSSS)**

Applicants must possess an undergraduate foundation in the areas of college-level mathematics, physical and natural science, introduction to computer applications, behavioral science, and statistics. Students who lack prerequisite knowledge in one of the following areas may be asked to register for deficiency coursework: algebra and trigonometry, basic calculus, statistics, physics, chemis-

try, and/or biological science. The prerequisite knowledge for any graduate course must be satisfied before enrollment in the course is permitted.

A well-defined process will be used to determine whether a student is fully qualified for admission to a specific graduate program. Criteria for making this judgment will include academic record, work experience, professional activities, publications, recommendations, written statements, and interviews, as appropriate.

■ **Master of Science in Electrical and Computer Engineering (MSECE)**

Applicants must have an undergraduate degree in electrical and/or computer engineering, another engineering discipline, computer science, or the physical sciences. Any engineering degree earned in the United States must be from an ABET accredited program. Students should possess a strong academic record, demonstrated by a 3.0 CGPA or better. Applicants may be admitted conditionally with the provision that they complete specific undergraduate courses prior to enrolling in graduate courses.

■ **Master of Software Engineering (MSE)**

Applicants with undergraduate degrees in computer science, engineering, science, mathematics, business, or humanities with a creditable background in computing will be considered. This background may be met through coursework, professional experience, or a strong score on the GRE Computer Science subject test. Students should possess a strong academic record, demonstrated by a 3.0 CGPA or better. Applicants must demonstrate (1) knowledge in discrete mathematics, data structures, algorithms, operating systems, and computer architecture, and (2) competence in programming in a high-level programming language; otherwise, they may be required to complete specific undergraduate courses prior to enrolling in graduate courses.

■ **Master of Science in Human Factors and Systems (MSHFS)**

Applicants must complete undergraduate prerequisites in psychology and statistics. The student should possess a strong academic record, generally evidenced by a CGPA of 3.0 or higher. GRE scores are required for admission.

■ **Master of Science in Engineering Physics (Space Science) (MSEP)**

Applicants must have an undergraduate degree in engineering, physics, chemistry, or mathematics. The student must possess a strong academic record, generally evidenced by a CGPA of 3.0 or higher. The general GRE and a subject test in physics, chemistry, or mathematics are preferred to be part of the application, although not required by the University.

FINANCIAL OPPORTUNITIES FOR GRADUATE STUDENTS

■ Graduate Scholarships

Embry-Riddle awards scholarships each Fall and Spring semester to outstanding candidates applying for residential programs who meet the criteria set by the University. Applicants with conditional status or who have not submitted required test scores are not eligible for these scholarships. Scholarship decisions are made after a student is fully accepted into an Embry-Riddle graduate program. Students are selected on the basis of their academic performance, personal and professional accomplishments, and career goals as evidenced in their transcripts, resume, and statement of objectives. This scholarship award is divided equally between the Fall and Spring semester of each academic year. Funds are credited toward the student's tuition for the appropriate semester.

■ Assistantships

Assistantships are open to admitted graduate students with full graduate status who have a 3.0 undergraduate cumulative grade point average. A graduate assistantship is a contract between the student and the department sponsoring the assistantship position. Candidates will perform teaching, administrative, or research duties in exchange for a tuition waiver and/or stipend. Please contact individual departments or student employment to inquire about available positions.

■ Fellowship Research Opportunities

Embry-Riddle's programs offer a variety of opportunities for students to work with industry leaders like Boeing, Guidant, Lockheed Martin, NASA, Veritas, and Raytheon. The University's laboratories and research-oriented faculty allow students to develop their research skills in their area of study. See our graduate catalog at www.embryriddle.edu/graduate for further information about laboratory facilities.

■ Internships

Graduate students are eligible for internship opportunities with various companies that are leaders in their field. Graduate students must have a cumulative grade point average of 3.0 or higher to be eligible for the internship program. Students must have completed six semester hours at the time of application and nine semester hours before the internship begins. Further information about graduate student opportunities is available through the Office of Career Services at either campus.

■ Veterans Educational Benefits

If you plan to use Veterans Administration educational benefits while enrolled at Embry-Riddle, please contact the office of Veterans Affairs.

Veterans Affairs Contact Information

Daytona Beach, FL: 1-386-226-6350

E-mail: deborah.butts@erau.edu

Prescott, AZ: 1-928-777-3762

E-mail: daniel.lupin@erau.edu

■ Army ROTC

The Army Reserve Officer Training Corps (ROTC) two-year program provides graduate students with the opportunity to become an Army officer and obtain a full scholarship to the University. This graduate student program has one of the highest selection rates to the Army career field of choice, either on active duty or in the National Guard. The Embry-Riddle Army ROTC program is recognized as being in the top 4% nationally and has enjoyed 100% selection of qualified applicants into flight slots for three straight years.

Army ROTC Contact Information

Daytona Beach, FL: 1-386-226-6437

E-mail: daniel.mettling@erau.edu

Prescott, AZ: 1-928-777-3870

E-mail: darlean.pope@erau.edu

■ Navy ROTC

Students already possessing a baccalaureate degree should contact their local Navy Recruiting District to inquire about commissioning opportunities. Navy ROTC does not accept civilian graduate students. Active-duty military pursuing a graduate degree should visit <https://www.navycollege.navy.mil/> to learn about financial assistance available.

REAPPLICATION

Your application will remain open for one year from the date it is received. After one year, if your application remains incomplete, you will be required to reapply and resubmit all required documentation.

Please note: All materials submitted become the property of Embry-Riddle Aeronautical University and cannot be reproduced, returned, or forwarded.

EMBRY-RIDDLE

Aeronautical University

- Completed **application form** with signature
- Application fee**
- Resumé**
- Statement of Objectives**
- Three References**
- Official sealed transcripts** for all college coursework, both undergraduate and graduate, from all colleges and universities attended (minimum of a bachelor's degree required)
- Remember to have your **GMAT or GRE scores** sent to us, if applicable.

**EDUCATIONAL
BACKGROUND****List all colleges/universities at which courses were attempted.**

Name of college or university	Self-reported CGPA	
City/State	Dates attended (from-to)	Degree earned or anticipated
Name of college or university	Self-reported CGPA	
City/State	Dates attended (from-to)	Degree earned or anticipated
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**ACADEMIC
TESTING
INFORMATION****Have you taken:**

GMAT	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Score
	Date

GRE	<input type="checkbox"/> Yes <input type="checkbox"/> No
	Score Verbal _____
	Quantitative _____
	Analytical _____
	Date

Please indicate the date(s) you have taken or plan to take the tests.

GMAT _____

GRE _____

*I declare that the information given on this application is true and complete to the best of my knowledge.
I understand that any unanswered questions will delay the processing of my application and may require its return.*

Signature of Applicant

Date

For questions or additional information, please contact:**Daytona Beach, FL**

Office of International and Graduate Admissions • Embry-Riddle Aeronautical University
600 S. Clyde Morris Blvd. • Daytona Beach, FL 32114-3900
Or call: 1-800-388-3728 • 1-386-226-6176 • FAX: 1-386-226-7070 • E-mail: graduate.admissions@erau.edu

Prescott, AZ

Graduate Admissions • Embry-Riddle Aeronautical University • 3700 Willow Creek Road • Prescott, AZ 86301
1-928-777-6993 • FAX: 1-928-777-6958 • E-mail: msss@pr.erau.edu

REFERENCE FORM

EMBRY-RIDDLE Aeronautical University™

Submit to: Office of International and Graduate Admissions,
Embry-Riddle Aeronautical University
600 S. Clyde Morris Blvd. • Daytona Beach, FL 32114-3900
Fax: 386-226-7070

**Please note that the Master of Science in Safety Science degree materials must be submitted to the Prescott, AZ campus:
Graduate Admissions, Embry-Riddle Aeronautical University
3700 Willow Creek Road, Prescott, AZ 86301
Fax: 928-777-6958*

TO THE APPLICANT

Please complete the top portion of this form

Applicant's Full Name _____
Last/Surname First/Given Middle

Degree Program _____

Current Mailing Address _____
Street Apt. #

City State Zip Country

Under the Federal Family Educational Rights and Privacy Act of 1974, students are entitled to review their records, including letters of recommendation. It is your option to waive your right to review these recommendations or to decline to do so. Please mark the appropriate box below and sign your name.

I waive my right to review this recommendation I do not waive my right to review this recommendation

Applicant's Signature _____ **Date** _____

TO THE PERSON PROVIDING THE RECOMMENDATION:

Please complete this section and the narrative on the reverse side and return to the address shown at the top of this form.

I have known the applicant for _____ years in my capacity as _____

1. Please rate the applicant on each characteristic in comparison to other graduate candidates you know by circling the appropriate number:

	No Basis for Judgment	Weak	Below Average	Average	Above Average	Exceptional
A. Motivation for Graduate Work	0	1 2	3 4	5 6	7 8	9 10
B. Intellectual Ability for Graduate Work	0	1 2	3 4	5 6	7 8	9 10
C. Breadth of General Knowledge	0	1 2	3 4	5 6	7 8	9 10
D. Ability to Analyze Ideas	0	1 2	3 4	5 6	7 8	9 10
E. Oral English Expression Skills	0	1 2	3 4	5 6	7 8	9 10
F. Written English Expression Skills	0	1 2	3 4	5 6	7 8	9 10
G. I would expect the applicant's graduate work to be:	0	1 2	3 4	5 6	7 8	9 10

2. On the back of this sheet, please provide your candid assessment of the applicant's strengths and weaknesses. In your opinion, does the applicant possess the intellectual and personal qualifications necessary for success in graduate work? If the applicant were to apply to your department, would you support admission?

Respondent's Signature _____ **Date** _____ **Phone Number** _____

Type or Print Name _____ **Title or Position** _____

Institution or Affiliation _____

Address _____
Street Apt. #

City State Zip Country

REFERENCE FORM

NARRATIVE EVALUATION

We appreciate the difficulty of evaluating a student only on the basis of rankings on a grid. Please use this side of the form for a narrative evaluation.

We are particularly interested in information that will help us understand those intangible qualities that so often contribute to academic and professional excellence.

If you prefer, feel free to attach a letter to this form.

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EMBRY-RIDDLE

Aeronautical University™

INTERNATIONAL & GRADUATE ADMISSIONS

Jim L. Goonan
Director

Keith Deaton
Associate Director
Ph: 1-386-226-6176
Fax: 1-386-226-7070
keith.deaton@erau.edu

Deborah Pfingston
Graduate Coordinator, Prescott
1-928-777-6993
deborah.pfingston@erau.edu

PROGRAM COORDINATORS

MBA (Online) - Dr. Blaise Waguespack
1-386-226-7235
blaise.waguespack@erau.edu

MBA (Residential) - Dr. Dawna Rhoades
1-386-226-7756
dawna.rhoades@erau.edu

MAE/MSAE - Dr. Yi Zhao
1-386-226-6746
yi.zhao@erau.edu

MSME - Dr. Darris White
1-386-226-7036
white4fa@erau.edu

MSE/MSECE - Dr. Massood Towhidnejad
Prof. Farahzad Behi
1-386-226-6454
behif@erau.edu

MSEP - Dr. Peter Erdman
1-386-226-6712
peter.erdman@erau.edu

MSA - Dr. Marvin Smith
1-386-226-6448
marvin.smith@erau.edu

MSHFS - Dr. Shawn Doherty
1-386-226-6249
shawn.doherty@erau.edu

MSSS - Dr. Maxwell Fogleman
1-928-777-6530
maxwell.fogleman@erau.edu

OTHER IMPORTANT CONTACTS

■ Career Services

Daytona Beach:
1-386-226-6054
careers@erau.edu

Prescott:
1-928-777-3821
prcareer@erau.edu

■ Financial Aid

Daytona Beach:
1-800-943-6279 - U.S. and Canada
1-386-226-6300 - Worldwide
1-386-226-6307 - Fax
finaid@erau.edu

Prescott:
1-800-888-3728 - U.S. and Canada
1-928-777-3765 - Worldwide
1-928-777-3893 - Fax

■ Health Services

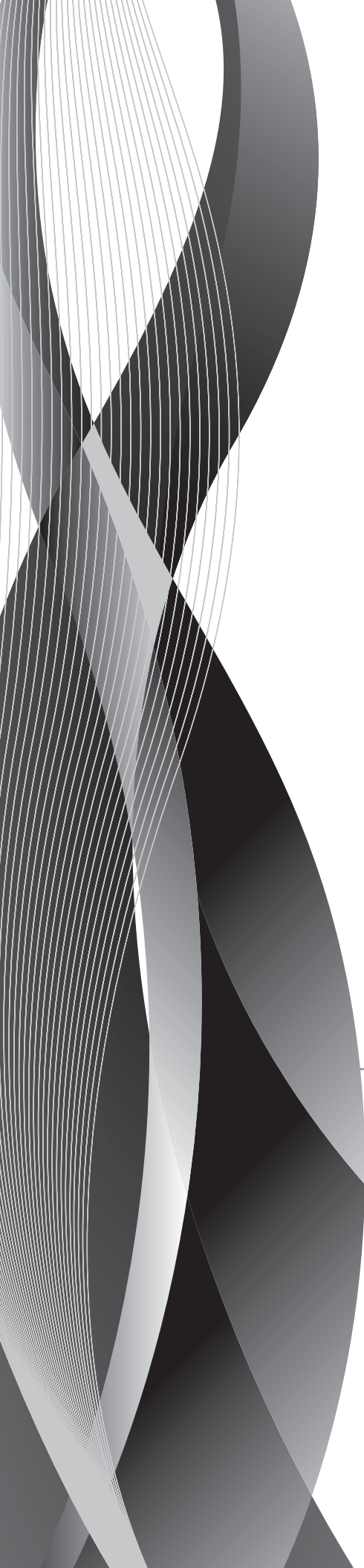
Daytona Beach:
1-386-226-7917

Prescott:
1-928-777-6653

■ International Student Services

Daytona Beach:
1-386-226-6579
eileen.hamme@erau.edu

Prescott:
1-928-777-3774
andrew.fraher@erau.edu



Aeronautics

Aerospace Engineering

Business Administration

Business Administration Online

Electrical and Computer Engineering

Engineering Physics

Human Factors and Systems

Mechanical Engineering

Safety Science

Software Engineering

Graduate Admissions

600 S. Clyde Morris Blvd.

Daytona Beach, FL 32114

(386) 226-6115

(800) 388-ERAU

graduate.admissions@erau.edu

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