



MONTANA STATE UNIVERSITY NORTHERN

Application for Admission

Non-refundable \$30 application fee required

Personal Information

Full legal name _____
Last First Middle Previous/maiden name (s)

Birthdate (mo/day/yr) _____ Birthplace _____

Social Security Number _____

We ask that you voluntarily provide this number which permits MSUN to distinguish between individuals with similar names. This is especially important should you request a transcript at a later date or wish to be considered for financial aid.

Mailing Address _____

City _____ State _____ Zip _____ Phone Number () _____

Note - all admissions correspondence will be sent to this address; please notify us of any changes

Permanent Address _____

City _____ State _____ Zip _____ Phone Number () _____

Cell Phone () _____ E-mail _____@_____

Country of Citizenship _____

If not U.S., are you a permanent resident alien of the U.S.? Yes No

Educational Information

Term of Enrollment: Fall 20 _____ Spring 20 _____ Summer 20 _____

Have you previously attended Montana State University-Northern? Yes No

If yes, please list terms attended: _____

Application is for: MSUN-Havre MSUN-Great Falls MSUN-Lewistown Other _____

Please indicate your educational goal:

Associate's degree or Certificate (indicate field of study or undecided) _____

Bachelor's degree (indicate field of study or undecided) _____

Non-degree seeking (not pursuing a degree, certificate or financial aid at this institution)

For personal/professional development

For transfer to another institution

Post-baccalaureate (bachelor degree earned)

Second bachelor degree (indicate field of study) _____

For Teacher Certification

Other _____

Mail to: Montana State University-Northern • Admissions • P.O. Box 7751 • Havre, MT 59501-7751

Academic History

If you are or will be a high school graduate, please indicate:

Graduation date _____ / _____ / _____

High School name _____ City/State _____

Is this high school accredited by its state department/office of education? Yes No

If you have or will receive a GED, please indicate date and location _____

If you have attended or are attending a College or University, please provide the following information for each institution, whether or not credit was earned:

| College (List full name please) | City/State | Attendance period | Credits/Degree(s) earned |
|---------------------------------|------------|-------------------|--------------------------|
| | | | |
| | | | |
| | | | |

Were you ever suspended or dismissed for academic reasons from any of the institutions listed above? Yes No

If yes, please describe _____

Residency Classification

The information you provide will be used to assess your residency status for tuition and fee purposes only and has no effect on admission. In addition to your own information, if your parents claim you as a tax exemption, provide information on your parent or court appointed guardian, or information on your spouse if applicable.

With whom do you make your permanent residence? _____ Relationship _____

Are you a Montana resident? Yes No If no, of what state are you a resident? _____ (Proceed to number 3. a.)

Failure to complete the following information may result in your being misclassified. You may also be asked to complete a Residency Questionnaire. (Month and year are sufficient for dates more than two years past.)

| | You | NA | Parent/Guardian/Spouse | NA |
|--|--|--------------------------|--|--------------------------|
| 1 a. Dates of continuous physical residence in Montana (mo/day/yr). | ____/____/____ to ____/____/____ | <input type="checkbox"/> | ____/____/____ to ____/____/____ | <input type="checkbox"/> |
| b. Dates of employment in Montana (mo/day/yr). | ____/____/____ to ____/____/____ | <input type="checkbox"/> | ____/____/____ to ____/____/____ | <input type="checkbox"/> |
| | <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other | | <input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other | |
| Your Employer _____ | City _____ | | | |
| The Employer of your Parent(s), Guardian(s), or Spouse _____ | City _____ | | | |
| c. List the last two years Montana Income tax returns have been filed. | _____ and _____ | <input type="checkbox"/> | _____ and _____ | <input type="checkbox"/> |
| d. Date current Montana Driver's License was issued. | _____ | <input type="checkbox"/> | _____ | <input type="checkbox"/> |
| e. List the last two years of Montana Motor Vehicle Registration. | _____ and _____ | <input type="checkbox"/> | _____ and _____ | <input type="checkbox"/> |
| f. Date of Montana voter registration. | _____ | <input type="checkbox"/> | _____ | <input type="checkbox"/> |
| g. Date of extended absence(s) from Montana during the last two years. | ____/____/____ to ____/____/____ | <input type="checkbox"/> | ____/____/____ to ____/____/____ | <input type="checkbox"/> |

Reason for absence: _____

- 2 I am or will be a graduate of a Montana high school after attending that school for my entire senior year, and I have or will be registering at a unit of the Montana University System within two fall terms of my high school graduation. Yes No
- 3 a. I am a member of the armed forces of the United States assigned to active duty in Montana. Yes No
- b. I am the spouse or dependent child of an individual who is a member of the armed forces of the United States assigned to active duty in Montana. Yes No
- c. Have you served in the military for a period of active duty longer than 180 days? Yes No

Students with Disabilities

All students attending MSU-Northern are entitled to equal access to academic programs and services. By federal law, students with documented disabilities are entitled to reasonable accommodations in order to fully participate in the student experience. All requests regarding disability will be confidential and will not be used as a factor in granting or denying admission.

Would you like to be contacted by our disabilities services department? Yes No

Required Safety and Security Information

Have you ever been convicted of a felony (include instances of deferred sentencing)? Yes No

Have you ever been subjected to court-ordered confinement for threatening or causing physical or emotional injury to persons or property? Yes No

Have you ever been disciplined, suspended from, or placed on probation at any post-secondary educational institution for non-academic reasons? Yes No

Have you ever been required to register as a sexual or violent offender? Yes No

An affirmative response to any of these questions will not automatically prevent admission, but you will be asked by the University to provide additional information. This information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in a denial of admission or dismissal.

Signature

I hereby certify that, to the best of my knowledge, the foregoing information is true and complete without evasion or misrepresentation. I understand that if it is later found otherwise, it is sufficient cause for rejection or dismissal. If my application for admission is approved, I agree to abide by the present and future rules and regulations, both academic and non-academic, and the scholastic standards of MSU-Northern, its colleges, departments and institutes including but not limited to those rules, regulations and standards stated in the undergraduate/graduate catalog. I further acknowledge that if I fail to adhere to these regulations or meet these requirements, my registration may be canceled.

If I am admitted to MSU-Northern, I agree to pay all tuition, fees, fines and debts to the University that may be incurred by me. I understand that MSU-Northern will take action against me to collect any unpaid debts, including withholding of registration, transcripts and assignment of the debt for collection, and I will be responsible to pay any costs incurred to collect the debt.

Applicant's complete legal signature: _____
Name Date

Pursuant to Titles VI and VII of the Civil Rights Act, Title IX of the Education Amendments of 1972, Section 504 of the Rehabilitation Act, Executive Order 11246 as amended, American With Disabilities Act of 1990, and the Montana State Human Rights Act, Montana State University-Northern has a policy of nondiscrimination in employment practices and in admission, access to and conduct of educational programs and activities. Discrimination is prohibited on the basis of race, sex, color, natural origin, religion, age, disability, marital or parental status. Any student, employee, or applicant for admission may file a discrimination grievance. Inquiries or grievances should be directed to the Human Resources Director, MSU-Northern, P.O. Box 7751, Havre, MT 59501; (406) 265-4147. Any student and/or person with disabilities concerned about accessibility and/or accommodation issues should contact the Learning Center (406) 265-4152.

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Voluntary Statistical Information

Montana institutions of higher education using this application do not discriminate in admission or the provision of services nor employment policies on the basis of race, gender, national origin, marital status, creed, religion, color, age or physical or mental handicap. Providing the following information requested by this section is voluntary and the information provided is for statistical analysis only.

Gender: Male Female Religious preference: _____

Have either of your parent(s) or guardian(s) completed a bachelor's degree? Yes No Unsure

Indicate your ethnic identity:

- Hispanic or Latino
- Not-Hispanic or Latino

Indicate all races that apply among the following:

- White
- American Indian or Alaska Native (specify primary tribal affiliation and reservation) _____
- Black or African American
- Asian (specify country of origin) _____
- Native Hawaiian or other Pacific Islander (please specify) _____
- Other (please specify) _____

Admissions Checklist

Before you may be accepted to MSU-Northern, you will need to provide the following documentation:

All Applicants:

- COMPLETED Application for Admission
- \$30 Application Fee
- Proof of immunization against measles, mumps and rubella (MMR) for students born after December 31, 1956. (Montana State Law requires proof of **two** MMR immunizations, at least 1 month apart or a notarized religious exemption.)

First-Time Applicants:

- Final High School transcript or GED scores
- ACT or SAT scores for students under the age of 21

Transfer Applicants:

- Official academic transcripts from all ACCREDITED universities, colleges and vocational technical centers attended (Official college transcripts must be sent to the Admissions Office in a sealed envelope directly from the institution).

Please note: If you have earned less than 12 credits at a college, university or vo-tech, you must also submit a high school transcript or GED scores and ACT or SAT scores.

Questions:

1-800-662-6132 ext. 3704
or (406) 265-3704
admissions@msun.edu
Fax: (406) 265-3792

Disclosure Information

In accordance with the Family Educational Rights & Privacy Act of 1974, the Registrar informs students that the University may disclose information from the educational record of a student who is or has been in attendance at Montana State University-Northern. The following information is considered by the University to be public in nature:

- Name
- Address
- Telephone number
- Year in school
- Major
- Scholarship(s) awarded
- Degree(s) conferred
- Honor(s) granted
- Dates attended

Students have the right to refuse to permit the University from disclosing the above information. This is an "all or nothing" policy. The student may not select certain information or certain circumstances for non-disclosure. The student's name will not appear on any lists released to third parties, including honor rolls and **will not receive emergency messages.**

Students must fill out a "Privacy Rights Request Form" (from the Registrar's Office) to refuse to permit the University to disclose the above information.