



## Application for Nonprofit Management Certificate Program

### Application Process

Applications will be processed upon receipt in the Office of Graduate Admissions until two weeks prior to the start of the semester, or when the course is full. Applicants applying after the stated deadline will be processed based on space availability in the program. Both the application and registration forms are required when applying to the program and registering for a class the first time. Once a student has been accepted into the program, the registration form is all that is needed in order to take additional classes.

**Enrollment Intent** *(Applicant's intent for course registration at the time initial application.)  
Used for course-planning purposes and communications with students, this is not a binding agreement.*

- I am interested in the full certificate program.
- I am interested in only a selected course or courses.

### Applicant Status

Applying to begin in which session? (circle):      Fall 2019      Spring 2020      Summer 2020

### Personal Data

Social Security Number \_\_\_\_ - \_\_\_\_ - \_\_\_\_

Please choose preferred address:  Ms.       Mrs.       Mr.       Miss

Name of Student \_\_\_\_\_  
Last      First      Middle      Previous Name(s)

Mailing Address \_\_\_\_\_  
Number and Street      Apt #

\_\_\_\_\_  
City      State      Zip      County

Home phone (\_\_\_\_) \_\_\_\_\_ Work phone (\_\_\_\_) \_\_\_\_\_

Cell phone (\_\_\_\_) \_\_\_\_\_ Email Address \_\_\_\_\_

Gender:  Male  Female      Date of Birth (Month/Day/Year) \_\_\_\_\_

**Ethnic Status** (Optional, but important and helpful!)

- American Indian/Alaskan Native     African American (non-Hispanic)     Hispanic
- Asian/Pacific Islander     Caucasian (white)     Other \_\_\_\_\_

**Citizenship Status**

Are you a U.S. citizen?     Yes     No

If no, country of citizenship: \_\_\_\_\_

Are you a Permanent Resident of the United States?     Yes                       No

(Note: If you are not a U.S. citizen, this program will **not** qualify you for any student visa.)

**Work History**

How many years of full-time work experience in a nonprofit organization will you have by your anticipated enrollment at St. John Fisher College? \_\_\_\_\_

If employed, name of the organization where you currently work: \_\_\_\_\_  
\_\_\_\_\_

If employed, current position title: \_\_\_\_\_

**Student Statement** (Please read carefully and sign below.)

Have you ever been convicted of a crime (felony or misdemeanor), or are such charges pending against you, in any state or country? Exempt from the preceding question are any proceedings involving 'youthful offender adjudication' as defined in NYS Criminal Procedure Law Section 720.35; and any conviction sealed pursuant to NYS Criminal Procedure Law Section 160.55 or 160.58.

Yes     No                      (If yes, please attach a written explanation.)

I certify that the information given on this application is accurate, and I hereby apply for admission to the Nonprofit Management Certificate Program at St. John Fisher College. I agree to abide by the rules and regulations of St. John Fisher College and to meet all financial obligations.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Please mail to: Melanie Phillips, 145 Murphy Hall, St. John Fisher College / 3690 East Avenue Rochester, NY 14618 / or email to [mphillips@sjfc.edu](mailto:mphillips@sjfc.edu)

*Non-Discrimination Policy: St. John Fisher College does not unlawfully discriminate on the basis of age, race, religion, color, national or ethnic origin, or sex (as required by Title IX of the Educational Amendments of 1972) or disability (under section 504 of the 1973 Rehabilitation Act), in the administration of its educational policies, programs or activities, admissions policies, or other College-administered programs or employment.*