

How to apply to the MASTER OF LIBERAL ARTS PROGRAM



- 1. You must complete the MLA application and mail it to the address below. There is no application fee.**
- 2. You must submit a writing sample.** You can either answer the essay question provided here or you can submit an **original** short-story or essay that you have written. The writing sample should be approximately 500 words.

Recount your own personal experience with the liberal arts and what impact they had on your life.

What are your expectations of this program and how might this program influence your career, intellectual growth, or life?

- 3. You must have official transcripts sent from every accredited post-secondary institution that you attended.** You must have transcripts sent directly from each institution that you attended no matter how briefly and even if you did not receive a diploma from that institution.

(Applicants educated abroad **MUST** have all transcripts and educational documents from institutions outside the United States sent to the Spantran Evaluation Service, 7211 Regency Square Blvd., Suite 205, Houston, Texas 77036, for evaluation, including calculation of grades for individual courses. A copy of the results **MUST** be sent directly to the MLA Office at Houston Baptist University from the evaluation service before you can be considered for admission. The application for this service may be obtained from the University Admissions Office at HBU. For more information regarding evaluation services, please contact the University Admissions Office at 281-649-3295.)

All applications, writing samples, and transcripts should be sent to:

**Master of Liberal Arts Program
Houston Baptist University
7502 Fondren Road
Houston, Texas 77074-3298**

- 4. After your application and transcripts are received you will have a brief interview with the director of the program.** The purpose of this interview is to discuss the nature of the MLA program and your expectations of your graduate experience.

There is no GRE requirement for the MLA program. While we do not require letters of recommendation, you are welcome to submit them. On occasion, we ask applicants to submit letters of recommendation if the admissions committee needs additional information to evaluate an application.

BEGINNING THE MLA PROGRAM

If admitted to the program you may begin the following semester.
The MLA office will notify you about course offerings, registration procedures, and expenses.

MLA

HOUSTON BAPTIST UNIVERSITY

Application for Admission



Please return this form to:

MASTER OF LIBERAL ARTS PROGRAM
HOUSTON BAPTIST UNIVERSITY
7502 FONDREN ROAD
HOUSTON, TEXAS 77074-3298
E-MAIL: mla@hbu.edu

OFFICE USE
Recd: _____
Ack: _____

Entrance: 20 _____

Fall

Spring

(Please print or type)

Social Security #: _____

___ Dr. ___ Mr. ___ Ms. ___ Mrs

Name: _____
LAST FIRST MI PRIOR LAST NAME

Other names under which you have enrolled: _____

Postal address: _____
STREET CITY

Date of birth: _____ U.S. citizen? Yes No

Contact information: Business phone _____ Home phone _____

Fax _____ Cell _____

E-mail _____

Current employer: _____

Job title: _____

Years of experience: _____

ACADEMIC INFORMATION

List in order of attendance **ALL** colleges, universities, graduate and professional schools in which you have enrolled.

INSTITUTION	STATE/COUNTRY	DATES ATTENDED	MAJOR	DEGREE REC'D if any
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

Former HBU student? Yes No

Do you believe your academic transcripts describe your present capabilities accurately? Yes No

If no, give brief explanation here:

INTERNATIONAL APPLICANT INFORMATION

Resident Status: _____ Citizenship: _____

Country of Birth: _____

Visa Type: _____ Expiration date: _____

ADDITIONAL INFORMATION

*Ethnicity (Answer part 1 and part 2):

Part 1

HISPANIC and/or LATINO ____ Yes ____ No

Part 2 Check all that apply

American Indian or Alaskan Native Asian Black or African American

Native Hawaiian or Other Pacific Islander White

*Gender: Male Female

*Marital Status: Single Married Divorced Widowed

*Religious Preference: Baptist Episcopal Lutheran Presbyterian Catholic

Jewish Methodist Other _____

*** This information is used only for statistical purposes and to provide information required by the U.S. Department of Education under the provisions of the Title VI of the Civil Rights Act. You are not required to answer; however, an answer would be greatly appreciated. Houston Baptist University provides educational opportunities without regard to disability, age, race, sex, and national or ethnic origin.**

INTELLECTUAL INTERESTS (CHECK ALL THAT APPLY)

- | | | |
|-------------------------------------|------------------------------------|--------------------------------------|
| <input type="checkbox"/> Art | <input type="checkbox"/> Theater | <input type="checkbox"/> Pop Culture |
| <input type="checkbox"/> History | <input type="checkbox"/> Biography | <input type="checkbox"/> Cinema |
| <input type="checkbox"/> Philosophy | <input type="checkbox"/> Politics | <input type="checkbox"/> Writing |
| <input type="checkbox"/> Literature | <input type="checkbox"/> Religion | <input type="checkbox"/> Science |
| <input type="checkbox"/> Music | <input type="checkbox"/> Travel | |

I certify that the information given in this application is complete and correct, and I also promise to abide by all rules and regulations of the University. I acknowledge that failure to give complete and current information can result in loss of credit or dismissal. I hereby waive my right of access to a confidential recommendation submitted on my behalf to my admissions file.

Applicant's Signature

Date

Writing Sample

Recount your own personal experience with the liberal arts and what impact they had on your life. What are your expectations of this program and how might this program influence your career, intellectual growth, or life?

(You may write on this page or submit a typed writing sample.)

I will not lie, cheat, or steal to gain academic advantage, nor tolerate those that do.

Honesty and integrity are qualities necessary for quality academic experiences in the MLA program. These qualities form the basis for trust among all members of the academic community (students, faculty and administrators) that is absolutely essential for excellence in education. The purpose of the Code of Academic Integrity is therefore to express a commitment to promote principles of trust, absolute integrity and the highest level of ethics and morals for all students. Therefore, prior to entering the program, each student is asked to commit to the principles of this Code of Academic Integrity and, by signing, agrees to abide by the Code.

Violations to the Code of Academic Integrity include:

- **Lying** – Lying includes, but is not limited to, communicating untruths in order to gain an unfair academic advantage or neglecting to divulge information when, under the circumstances, a person of integrity would be expected to disclose the information.
- **Cheating** – Cheating includes, but is not limited to, using unauthorized materials to complete an assignment; copying the work of another person; unauthorized providing of material or information to another student; using the work of another without giving proper credit (i.e. plagiarism); and any other activity that gives a student an unfair academic advantage.
- **Stealing** – Stealing includes, but is not limited to, taking the property of another. Data, quotations, ideas, or any other incorporation of the physical and intellectual work of others must be clearly referenced. Students are required to submit their own work.

It is the obligation of any student witnessing a violation of the Code of Academic Integrity to inform the student whose conduct is believed to be in violation that the Code has been violated. The student also has the duty to inform a member of the faculty in the College of Arts and Humanities of a charge and/or submit a written complaint to the graduate program director.

Violations of the Code of Academic Integrity are serious matters that are subject to disciplinary sanctions, including suspension or dismissal from the program.

I affirm that I have read and understand the above, and that I pledge my full support to the Code of Academic Integrity. I agree to be bound at all times by the Code of Academic Integrity and understand that any violation may result in my dismissal from the graduate business program.

I understand this document must be signed before my application to the Master of Liberal Arts program may be considered.

Name: (please print) _____

Signature: _____ Date: _____