

UNIVERSITY OF SOUTHERN CALIFORNIA



INCLUDES

*Application instructions and forms
for prospective Ph.D. students.*

SUPPLEMENTAL

Application
FOR THE

Ph.D. In Gerontology

LEONARD DAVIS SCHOOL OF GERONTOLOGY

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Ph.D. Application Instructions

To complete the application process, please submit the following documents.

PLEASE NOTE: Your application cannot be evaluated until all documents listed below are received.

1

- A USC Application for Graduate Admission
- A check in the Amount of \$65 (U.S. Students)
\$75 (Intl. Students)

This fee is required to process your application and cannot be waived; please make checks payable to "University of Southern California."



Mail the Application for Graduate Admission and application fee in the envelope provided in the application booklet. Do not send supplemental documents to the address listed on the envelope.

2

- Official Transcripts of All Previous College Work
- Graduate Record Examination (GRE) Scores

Please contact each college or university you previously attended and arrange to have an official, sealed copy of your transcript sent to the Office of Admission. It may take several weeks to process your request, so we strongly recommend that you begin this process immediately.

Information available on line at: www.gre.org

Have Official Transcript(s) and GRE Scores forwarded to:



University of Southern California
Office of Graduate Admission
University Park Campus
Los Angeles, CA 90089-0913

Please submit items 1 & 2 promptly. Once these materials are received, the USC Office of Graduate Admission will establish your admission file.

3

- Supplemental Application
- Statement of Interests and Goals
Instructions appear on page 9.
- Financial Aid Application
- Resume
- Three Letters of Reference (See page 10)
- A Writing Sample

Mail supplementary documents to:



USC Leonard Davis School of Gerontology
Office of Admission and Student Services
University Park Campus
Los Angeles, CA 90089-0191

Ph.D. applicants must produce evidence of the quality of their writing in the form of an original article, term paper, research brief, master's thesis, or other scholarly writing. You may send your writing sample to the Leonard Davis School of Gerontology with other application materials, or under separate cover. We cannot notify any Ph.D. applicant of an admission decision until his/her writing sample is received.

Supplemental Application for Gerontology Scholarship Instructions

Merit Scholarships

Each academic year the Leonard Davis School of Gerontology awards scholarships to undergraduate and graduate gerontology students. Most awards are made at the discretion of the Financial Aid Committee and these scholarships are funded by long-time supporters of the Andrus Gerontology Center.

With respect to the scholarship award program, you must:

1. Be accepted into one of the degree programs in the Leonard Davis School of Gerontology in order to receive a scholarship. "Limited status" and "Conditionally Admitted" students may not receive scholarship assistance;
2. Complete a scholarship application and submit it by **MARCH 15**;
3. File a new scholarship application each academic year you wish to be considered;
4. Be in good academic standing at USC prior to and following the receipt of the award;
5. Enroll at least half-time (8 units undergraduate, 4 units graduate) for the term in which the award is made;
6. Remain enrolled for the entire term for which you receive scholarship assistance. Withdrawal from any gerontology courses after the University's drop/add period will result in the student's liability for full repayment of the award.

Please consider the following:

1. Scholarships provided by the Leonard Davis School will be applied to the student's fee bill in the amount appropriate for enrolled gerontology courses only.
 2. Scholarships are valid only in the semester awarded and may not be transferred to subsequent semesters.
 3. We do our best to provide aid to as many students as possible and make adjustments in the level of scholarship each semester depending on resources and demand. Therefore, please understand that receipt of aid for one semester does not guarantee that you will receive aid in the future nor is there any promise regarding the level of aid from one semester to the next.
 4. The scholarship award is subject to reduction or elimination when coordinated with other forms of financial assistance.
 5. Students must notify the Leonard Davis School of any changes in financial aid status.
 6. Because there is a limited number of merit scholarships available, students should call the USC Financial Aid Office at (213) 740-1111 to obtain application materials for need-based financial aid.
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Application Process

All awards are merit-based. Some awards target very specific students. To allocate appropriate scholarships, the following documents must be submitted.

New students and continuing students should submit:

1. A completed supplemental gerontology scholarship application for each academic year by **MARCH 15**.
2. A current resume.
3. A brief statement describing your current academic and career objectives (1-2 paragraphs).
If appropriate, indicate any extenuating circumstances regarding your financial status.

In addition, continuing students must submit:

4. Photocopy of current transcripts or unofficial transcripts. Grade reports can be obtained by using the on-campus kiosks or online at www.usc.edu/oasis.

Mail or bring supplemental application form and required documents to:



Leonard Davis School of Gerontology, Scholarship Coordinator
3715 McClintock Ave., #102
Los Angeles, CA 90089-0191

Ph.D. Supplemental Application

Leonard Davis School of Gerontology
University of Southern California
University Park Campus
Los Angeles, CA 90089-0191

Application instructions appear on page 3.
Please print or type; attach a separate sheet of paper for additional space.

**PRIORITY ADMISSION DEADLINE:
DECEMBER 10**

_____ Name	_____ Social Security Number or USC Identification Number
_____ Permanent Address	_____ City, State, Zip
_____ Home Phone/FAX	_____ Work Phone/FAX
Term Applying for: Fall Year _____ <i>Only fall admission is available for this program.</i>	_____ Email Address

How did you first learn about the USC Leonard Davis School of Gerontology?

Work History

List only the most relevant work and/or volunteer experiences.

_____ EMPLOYER	_____ POSITION	_____ DATES OF EMPLOYMENT
_____ EMPLOYER	_____ POSITION	_____ DATES OF EMPLOYMENT
_____ EMPLOYER	_____ POSITION	_____ DATES OF EMPLOYMENT

Education

List only colleges and universities that have awarded or will award you a degree.

_____ SCHOOL & LOCATION	_____ MAJOR & DEGREE AWARDED	_____ DATES OF ATTENDANCE
_____ SCHOOL & LOCATION	_____ MAJOR & DEGREE AWARDED	_____ DATES OF ATTENDANCE
_____ SCHOOL & LOCATION	_____ MAJOR & DEGREE AWARDED	_____ DATES OF ATTENDANCE

Ph.D.
Supplemental Application

Please include any additional information you think would be helpful in the evaluation of your application.

If you believe that your GRE scores or college transcripts do not adequately portray your past performance or future promise, please feel free to explain this disparity on a separate sheet.

Applicant's Affidavit

I certify that the information on this document is complete and correct. I understand that all documents submitted for admission consideration become the property of the University of Southern California and will not be returned to me, nor duplicated for me, for any reason. I also understand that admission to USC is subject to verification of final records from all institutions I have attended and that the application fee is non-refundable.

SIGNATURE

DATE

GERONTOLOGY SCHOLARSHIP

Supplemental Application

DEADLINE:
MARCH 15

Application instructions appear on page 4.

Please print or type; attach a separate sheet of paper for additional space.

Name

Social Security Number or USC Identification Number

Permanent Address

City, State, Zip

Home Phone/FAX

Work Phone/FAX

Term Applying for: Fall Spring Year _____

Email Address

Date of Birth: _____ Citizenship: _____ Marital Status: _____

Degree Objective:

<input type="checkbox"/> BSG	<input type="checkbox"/> Dual MSG and:	<input type="checkbox"/> Public Administration
<input type="checkbox"/> Certificate		<input type="checkbox"/> Health Administration
<input type="checkbox"/> Certificate On Line		<input type="checkbox"/> Social Work
<input type="checkbox"/> MSG		<input type="checkbox"/> Urban Planning
<input type="checkbox"/> MAG On Line		<input type="checkbox"/> Business Administration
<input type="checkbox"/> Ph.D.		<input type="checkbox"/> Jewish Communal Service*

*in conjunction with Hebrew Union College

List your (intended) field of study (specialization): _____

Name of your academic advisor (if known): _____

List date and score of the General Test of the Graduate Record Examination:

Date taken: _____ Verbal Score: _____ Quantitative Score: _____ Total (v+q): _____

Current USC GPA (If applicable): _____

Undergraduate GPA: _____

Graduate GPA (Outside USC): _____

Check if you are a member of the USC Student Gerontology Association.

Check if you are a member of Sigma Phi Omega.

Check if you are a USC employee.

Please provide the names and telephone numbers of three academic references:

Have you submitted a request for financial assistance with the University Office of Financial Aid?

Yes _____ I will submit a request No Please explain: _____

Date Submitted

IF YOU HAVE RECEIVED A "FINANCIAL AID AWARD LETTER" FROM THE UNIVERSITY, PLEASE FURNISH A COPY.

List all fellowships, honors, and publications below (attach a separate sheet if necessary):

Employment Information

Current Employment: _____
Employer Location Job Title

Hours / Week: _____ Monthly Income: _____ Spouse's Monthly Income: _____

Spouse's Employment: _____
Employer Location Job Title

Educational History

Please list all previous colleges and universities you have attended:

INSTITUTION	DATES (FROM - TO)	DEGREE AWARDED (OR EXPECTED) AND DATE

Enrollment Information

Please specify the courses and number of units you plan to take during the upcoming academic year:

<u>FALL</u>			<u>SPRING</u>			<u>SUMMER</u>		
DEPT.	COURSE NUMBER	UNITS	DEPT.	COURSE NUMBER	UNITS	DEPT.	COURSE NUMBER	UNITS

If you feel you have special circumstances which might help us better determine your need for financial assistance, please explain in the space below:

Applicant's Affidavit

I certify that the information on this document is complete and correct. I understand that all documents submitted for scholarship consideration become the property of the University of Southern California and will not be returned to me, nor duplicated for me, for any reason.

Statement of Interests & Goals

Instructions

Please type on separate sheets.

Your statement of interests and goals plays an important role in helping our faculty consider your application for graduate study at the Leonard Davis School of Gerontology. The following guidelines reflect those factors which receive the most attention by the faculty in making admission decisions. We recommend that your statement be five to seven double-spaced pages in length; please do not exceed 10 pages.

The following prompts are designed to assist you as you write your statement, but they are not an exhaustive list of the information you should include in your statement. You may add any information which would help our admission committee review your application. At minimum, please address the following topics in your statement:

Tell us why you chose to apply to the Leonard Davis School of Gerontology.

Identify factors and/or personal experiences which motivate your interest in gerontology?

Discuss your attitude and philosophy toward the aging of others and yourself.

Describe the roles you believe research, community change, and advocacy play in the field of gerontology.

Tell us about your experiences in gerontology.

Describe relevant coursework, volunteer and paid work experience which would prepare you for graduate study.

If you cannot describe experiences with these fields, please describe topics in gerontology which interest you and explain how your interest developed.

Describe your educational and career goals.

In what role and in what organizational setting would you ultimately like to be employed?

Describe what you hope to achieve during your study at USC and how your educational achievement(s) will prepare you for your career goal(s).

Please describe your strengths and weaknesses.

Assess your academic ability, research skills, ability to cope with stress and leadership and interpersonal/communication skills.

Mail your statement (along with supplemental materials) to:



USC Leonard Davis School of Gerontology
Office of Admission and Student Services
University Park Campus
Los Angeles, CA 90089-0191



Leonard Davis School of Gerontology

Reference Request

Applicant's Name: _____

To the applicant:

Please write your name on this document and provide each reference with a copy and a stamped envelope addressed to:



USC Leonard Davis School of Gerontology
Office of Admission and Student Services
University Park, MC 0191
Los Angeles, CA 90089-0191

Under the Family Educational Rights and Privacy Act of 1974, an applicant who is admitted to USC and who chooses to enroll has the right to review those university records that pertain to him or her. If, however, an applicant wishes to obtain confidential recommendations to be used for purposes of admission and academic counseling only, he or she may waive this right of access. If you wish this recommendation to remain confidential, and are willing to waive your right of access to this report, please sign the following release before giving the form to your reference.

"I will not seek access to this confidential recommendation submitted for the purposes of admission and counseling only."

APPLICANT'S SIGNATURE

DATE

To the reference:

The above named individual seeks graduate admission to the Leonard Davis School of Gerontology. To assist us in the evaluation of applicants, we require letters of recommendation from people familiar with the applicant's academic and/or work experience. Please send your letter as soon as possible.

When preparing your letter of recommendation, please consider the following issues:

Academic Ability

- Is the applicant a good student?
- Does the applicant have strong reasoning abilities and the ability to conceptualize?
- How would you evaluate the writing skills and study habits of the applicant?
- Please assess the research capabilities of this student and his/her potential to make scholarly contributions.

Capacity to Work with People

- How would you rate the leadership potential of this individual?*
- How would you characterize the applicant's relations with others, including older adults?*
- How does the applicant react to criticism?*
- Is the applicant able to communicate in an open and effective manner?*

Work Ability

- Is the applicant a responsible and effective worker?*
- If the applicant does not possess the necessary skills or knowledge to complete a task, does he/she attempt to acquire these skills?*
- Does the applicant demonstrate independence and initiative?*

Personal Character

- What is your assessment of the applicant's maturity, integrity, emotional stability and ability to cope with stress?*
- Is his/her character one that is suited for a career in gerontology?*
- Does the applicant display self-awareness and self-confidence?*
- Is the applicant committed to both community change and personal growth?*

Please comment on any potential problems you might foresee for the applicant in a graduate-level program. Also, how do the skills, abilities and potential of this individual compare with other students or employees you have known? A numerical ranking or percentile (e.g.: top 2%, top 20%) would be appreciated.