



Graduate School of Library & Information Science

Educating Library Leaders

Doctor of Philosophy

All application materials, including transcripts and test scores, **MUST** be submitted to be considered for entry into the program.

ADMISSION APPLICATION CHECKLIST

Admissions decisions are based on a composite of all documentation in the application file. All documents become the property of Dominican University.

- ✓ **Completed application form**
- ✓ **Non-refundable application fee of \$50**
Make checks payable to Dominican University
- ✓ **Statement of Purpose**
Submit a 1,500 word essay on how the program will be of value to the applicant and what the applicant brings to the program. The applicant should address research interests and career progression or goals, and how the program and faculty will support those goals and interests. The admissions committee is also interested in the applicant's goals to assume key leadership positions in the field.
- ✓ **Resume**
- ✓ **Transcripts**
Official transcript(s) from all degrees awarded must be submitted. The transcripts must bear the seal of the institution and the signature of the appropriate academic officer. Transcripts should indicate the degree and date awarded. Applicants who were educated outside the United States may be asked to have official credential evaluations completed by ECE (Educational Credential Evaluators, Inc.) or other approved agency at their own expense. International students requiring an I-20 form for the F-1 student visa must show evidence of sufficient funds to cover a full year of tuition, fees and living expenses.
- ✓ **Three Letters of Recommendation (with forms)**
Letters and forms should be submitted in sealed envelopes with the signature of the reference placed over the flap of the sealed envelope. The three recommendations should be from people who can comment on the applicant's potential for success in a doctoral program.
- ✓ **GRE/MAT Results**
Current (within the past 5 years) scores from the Graduate Record Exam (GRE) or Miller Analogies Test (MAT) are required.
- ✓ **TOEFL Results**
International Students must submit a score from the Test of English as a Foreign Language (TOEFL). Students who received a master's degree in a language other than English may also be required to submit TOEFL scores. An official copy of your score report must be sent to Dominican University before you will be considered for admission. A minimum Internet-based score of 83 of 220 or 560 paper score is required.

CRITERIA FOR ACCEPTANCE

Admissions decisions are based on a composite of all documentation in the application file with the following minimum requirements:

Background

An applicant for admission to the PhD program must hold a master's degree from an ALA-accredited program in library and information science or a master's degree from a recognized institution in a related area.

Interview

After all admissions materials have been received, exceptional candidates will be selected for interviews with the Committee of Doctoral Studies. Committee reflections on the interview will be added to the application file. Expenses related to the interview are the responsibility of the candidate. The interview will be conducted at Dominican University.

Cohort Meeting

To create a climate of camaraderie and support, the cohort of students will attend an orientation session before the program starts and come together at least one or two times during each of the semesters to ensure continued networking. Details will be included with the acceptance letter.

QUESTIONS

For further information or specific questions about the program or admissions procedures, please contact:

Tonya Tidline, Associate Professor & Director of Ph.D. Program
Graduate School of Library and Information Science (GSLIS)
Dominican University
7900 West Division Street
River Forest, IL 60305
(708) 524-6845



Application Form-Doctor of Philosophy

Fall Semester (September-December)

Entrance Year _____

Please complete this application in its entirety.

Name _____ (Last) (First) (Middle) (Maiden, if applicable)

Address _____

City _____ State _____ Zip _____

Phone _____ Email _____

Date of Birth _____ Social Security Number _____

Gender: Male Female

Citizenship Status: US Citizen Permanent Resident Other

If not a US Citizen or Permanent Resident: Type of Visa _____

Country of Citizenship _____

The following data is for institutional use only.

Ethnic Heritage: White/Non Hispanic Black/Non Hispanic Hispanic American Indian
 Asian Pacific Non-Resident Alien Other _____

How did you hear about Dominican University? _____

Colleges and Universities Attended

List in chronological order all institutions that contributed to your undergraduate and graduate degrees.

Table with 5 columns: Institution, Location, Program of Study, Degree Type, Date Received. Includes three empty rows for data entry.

Application Documents

The following items should be submitted with this application form:

- Non-refundable application fee of \$50 (made payable to Dominican University)
- Statement of Purpose
- Resume
- Recommendation Letters (3)

The application file will not be considered complete until the following items are also submitted:

- Official transcript(s) from all degree awarded institution(s)
- GRE or MAT Results
- TOEFL Results (if necessary)

Waiver

I affirm that all the above statements are true, complete and correct to the best of my knowledge and belief. I understand any false or misleading statement may constitute grounds for denial of admission or later expulsion.

Signed _____ Date _____

Mail this completed application form with sealed recommendations, sealed transcripts, statement of purpose, application fee and all necessary test scores to:

Graduate School of Library and Information Science
Office of Admission-Ph.D.
Dominican University
7900 West Division Street
River Forest, IL 60305

For additional questions or information, call (708) 524-6845 or gslis@dom.edu.

Application material is considered confidential. It is shared only with those persons concerned with your admission and educational experience.

Dominican University does not discriminate on the basis of race, sex, color, gender, religion, national or ethnic origin, disability, age, marital status or sexual orientation.

Financial Aid Information

Applications for Federal Stafford loans are available in the Office of Financial Aid or online at <http://www.fafsa.ed.org>.

If your employer provides tuition assistance, you must submit a copy of your employer's tuition assistance policy to the Office of Financial Aid upon your acceptance to the Graduate School of Library and Information Science.

If you have additional financial aid questions, please contact the Office of Financial Aid at (708) 524-6809 or finaid@dom.edu.