

# Bachelor of Applied Science in Operations Management

## ADMISSION FORMS

This document contains the admissions forms for Clover Park Technical College's Bachelor of Applied Science in Operations Management program. Please print out and complete **ALL** of these forms:

- Admission Checklist
- Applicant Self-Reporting Form (Parts 1 and 2)
- Online web admissions form for CPTC <http://www.cptc.edu/apply>

You will also need to include the following with your application:

1. Official transcripts from all colleges you have attended other than Clover Park Technical College.
2. A current resume.
3. A two-page, double-spaced essay describing your interest in the degree, how completion of this degree meets your personal education and employment goals, and any other information that may support your admission to this program.

***The college will not consider incomplete applications.***

Applicants can expect to get a response to their applications in approximately 2-4 weeks after submission.

# Bachelor of Applied Science in Operations Management

## Admission Checklist

Use this checklist to ensure that you have completed all the application paperwork for the Bachelor of Applied Science in Operations Management degree. When you have completed all of the paperwork, submit **everything** listed below together in a single large envelope to the address or email given in the application instructions. The college will not consider incomplete applications.

***This checklist must be completed and submitted with the application.***

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- Official** transcripts from **every college attended** even if you did not earn your Associate degree from that college. Include an agency-assessed transcript if it is from a foreign institution. You do not need to submit copies of transcripts from CPTC with this application.

Please list all transcripts below:

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- Applicant Self-Reporting Form
- Application Form
- Resume
- Essay – Two page, typed, double-spaced essay describing your interest in the degree, how completion of this degree meets your personal education and employment goals, and any information that may support admission to this program
- English Composition – 5 credits
- Social Science – 5 credits

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I plan on attending:  Full Time (15 credits)  Part Time (5-10 credits)

I am applying for admittance to:  Fall 2019  Spring 2020  Fall 2020  Spring 2021

*Note: This information is used for program planning purposes, does not commit you to any course of action, and is not used in the selection process.*

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## Applicant Self-Reporting Form – Part 1

### Earned Associate Degree (or equivalent)

College Name	Name of Earned Associate Degree	Year Graduated

*Please list all completed general education classes below and, if necessary, your plan to finish any remaining required general education coursework. For planned courses write “IP” for “in progress” in the grade column.*

College Name	Required Courses at Time of Application	Exact Course Number/Title	Term/Year	Quarter Credits*	Grade
	<b>ENGL&amp; 101</b> English Composition (5 credits)				
	Any <b>social science</b> transferable/common course numbered 100-level or above (5 credits)				
College Name	Required Courses for Admission to the Junior Year	Exact Course Number/Title	Term/Year	Quarter Credits*	Grade
	Any transferable/ common course numbered <b>humanities</b> class 100-level or above (5 credits) – Cmst&220 Public Speaking recommended				
	<b>MATH&amp; 146</b> Introduction to Statistics, or higher level statistics course (5 credits)				
	College level math class <b>other than MATH&amp; 146</b> (MATH& 107 or higher is best with MATH& 141 preferred (5 credits)				
	Any transferable/common course numbered <b>Natural Science</b> class with non-lab science or math 100-level or above (5 credits)				
	Any transferable/ common course numbered <b>Natural Science</b> class 100-level or above. <b>Must be lab science</b> (5 credits)				

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	Any transferable/ common course numbered <b>General Education</b> course 100-level or above from <b>Humanities, Social Science</b> or <b>Natural Sciences</b> (5 credits)				
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\* If your transcript uses semester credit grading, multiply the semester credits by “1.5” to convert to quarter credits.

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### *Applicant Self-Reporting Form – Part 2*

#### Academic History

Last High School Attended	City and State	Years Attended (YY) From: To:	Year (YY)
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Last College, Vocational or Technical School Attended	City and State	Years Attended (YY) From: To:	Did you graduate? <input type="checkbox"/> Yes, Year ____ <input type="checkbox"/> No
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Other College, Vocational or Technical School Attended	City and State	Years Attended (YY) From: To:	Did you graduate? <input type="checkbox"/> Yes, Year ____ <input type="checkbox"/> No
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Other College, Vocational or Technical School Attended	City and State	Years Attended (YY) From: To:	Did you graduate? <input type="checkbox"/> Yes, Year ____ <input type="checkbox"/> No
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Other College, Vocational or Technical School Attended	City and State	Years Attended (YY) From: To:	Did you graduate? <input type="checkbox"/> Yes, Year ____ <input type="checkbox"/> No
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Other College, Vocational or Technical School Attended	City and State	Years Attended (YY) From: To:	Did you graduate? <input type="checkbox"/> Yes, Year ____ <input type="checkbox"/> No
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Other College, Vocational or Technical School Attended	City and State	Years Attended (YY) From: To:	Did you graduate? <input type="checkbox"/> Yes, Year ____ <input type="checkbox"/> No
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