APPLICATION PROCEDURES

AA General Education (30-60 transferable college credits)

The admission process is designed to identify applicants who have the ability, interest, and qualities necessary to complete the program.

ADMISSION REQUIREMENTS:

- Completed and signed application with $30 application fee.
- Professional Recommendation. Obtain a recommendation from someone other than a family member who you have known for at least one year. The recommender should be able to verify your commitment and ability to complete your degree. Use the Professional Recommendation form provided or submit a letter.
- Work and Life Experience Summary. Submit the Work and Life Experience Summary form provided or a detailed resume.
- Writing Sample. Submit a typed statement using the following as a guide:
  Describe your career goals and why you have selected the AA/Organizational Management program at Nyack to assist you in accomplishing these goals (250 words).
- Immunization Records. Documentation of appropriate vaccination for measles, mumps, and rubella, along with a meningitis form, must be provided by the student in accordance with the New York State Health Regulations for colleges.
- Proof of high school graduation or equivalent (not required for students who have an associate’s degree). Transcripts must be sent directly from the high school OR send copy of diploma or GED to Admissions, 1 S. Blvd., Nyack, NY 10960, or electronically to admissions@nyack.edu.
- Official College Transcripts. Submit transcripts from all colleges you attended. Only coursework with a grade of “C” or higher will be accepted as transfer credits, except when part of a completed Associate’s Degree. Request your official transcripts to be sent to: Nyack College Admissions, 1 S. Blvd., Nyack, NY 10960, or electronically to: admissions@nyack.edu. International transcripts must be submitted to World Education Services.

COMPUTER LITERACY

Students in the AA program will use an online environment. Technology skills are necessary for successful completion of the program. Applicants to the program should be able to send and receive email, open or send an email attachment, conduct research using the Internet, use Microsoft Word, and download files. Students are required to have access to a computer and the Internet.

Mail to: Admissions
1 South Blvd.
Nyack, NY 10960

Fax to: 845-358-3047

Scan and email to: admissions@nyack.edu