APPLICATION FOR ONLINE ADMISSIONS

Application Instructions

**Application Materials**

In order to be considered for admission to the LIM College Graduate online program, all applicants must submit the following:

- **Completed application** Please fill out the application, save, attach, and email to LIMonline@limcollege.edu.
- **Essay** You may send the essay as an attachment via email.
- **Official Academic Transcripts**: candidates are required to hold a bachelor’s degree from an accredited college or university in the U.S. or an equivalent undergraduate degree from a foreign country. An official transcript from the institution from which the applicant graduated is required. All other colleges/universities attended at the undergraduate and graduate levels are required in order to make a decision on admission to the program. If the undergraduate degree was completed outside of the United States, the Office of Admissions may request that your transcript be evaluated by World Education Service, AACRAO International Education Services, or another evaluation agency approved by NACES.
- **Two Letters of Recommendation**: Letters of recommendation can arrive via email or mail.
- **A Resume** that shows chronological work experience. You may send the resume as an attachment via email.
- **$40 non-refundable application fee**
- **A personal interview** is required. Applicants may conduct their interview by phone, web conference, or in person. Appointments can be made by email at LIMonline@limcollege.edu.
- International students may require the TOEFL or another exam to prove English proficiency. For details, please visit the website at www.limcollege.edu.

**Application Materials can be mailed to:**
LIM College
Office of Online Admissions
12 E 53rd Street
New York, NY 10022

**Application Materials can be emailed to:**
LIMonline@LIMcollege.edu

**International Applicants**

Application requirements vary by country; therefore all international students are encouraged to visit www.limcollege.edu/internationaladmissions for specific application instructions. Please take the time to review this information. If you have any additional questions, contact us at (212) 752-1530 ext. 289.

Legal Notices

LIM College is committed to its policy of non-discrimination in its employment opportunities and educational programs on the basis of age, race, ethnicity, religion, gender, gender identification, creed, national origin, sexual orientation, or disability.

In compliance with Federal Law - the Clery Act, LIM College's Annual Security and Fire Safety Report is available on LIM College's website at www.limcollege.edu/annualsecurityreport. The report provides information about crime statistics for the previous three years, institutional policies concerning campus conduct, crime prevention, the reporting of crimes, fire safety, and other security and safety information. Applicants for enrollment or employment may also request a hard copy of this information by sending a written request for the Report to: LIM College, Office of the Registrar, 545 5th Avenue, New York, NY 10017 or by calling (212) 752-1530 ext. 404 and requesting a copy.

**Title IX Statement**

It is the policy of LIM College to comply with Title IX of the Education Amendments of 1972, which prohibits discrimination on the basis of sex, including, but not limited to, sexual harassment and sexual violence, in the College’s educational programs and activities. Title IX also prohibits intimidation, coercion or retaliation against individuals for engaging in activities protected by Title IX including asserting claims of sex discrimination. LIM College has a designated Title IX Coordinator, listed at www.limcollege.edu/studentappealsal/StudentAppeals&Grievances/ of the LIM College website. Title IX complaints, grievances or inquiries concerning Title IX may be directed to that Title IX Coordinator. A person may also file a written complaint with the Department of Education’s Office for Civil Rights regarding an alleged violation of Title IX by visiting www2.ed.gov/about/offices/list/ocr/complaintintro.html or calling 1-800-421-3481.
APPLICANT DATA

1) Legal Name
   LAST (FAMILY)                                        FIRST (GIVEN)                       MIDDLE (COMPLETE)

NICKNAME/ALTERNATIVE NAME

2) Social Security # (required for all US citizens)

3) Date of Birth
   MONTH                   DAY                   YEAR

4) Permanent Address
   STREET                                        APT. #                       

   CITY                        STATE                        COUNTRY                      POSTAL CODE

5) Phone # (                        )              Cellular Phone # (                )

6) E-mail Address

   Best way to be contacted:

Online Degree Program: (check one)
   ☑ Master of Professional Studies in Fashion Merchandising and Retail Management
   ☑ Master of Professional Studies in Fashion Marketing

7) How did you first hear about LIM?
   ☑ Google Search/Internet       ☑ Social Media       ☑ LIM Alumni/Student       ☑ Word of Mouth       ☑ Friend/Family
   ☑ Other

8) Have you previously applied to LIM College?
   ☑ Yes        ☑ No

DEMOGRAPHIC INFORMATION

9) Gender: ☑ Male        ☑ Female

10) Citizenship information: I am a
   ☑ U.S. Citizen        ☑ Non U.S. Citizen        ☑ Permanent Resident        ☑ Other

   If you are a Non U.S. Citizen, please indicate your country of citizenship _________

   If you have a non-immigrant visa, please list type ________

11) Do you consider yourself to be Hispanic/Latino?
   ☑ Yes        ☑ No

   In addition, select one or more of the following racial categories to describe yourself:

   ☑ Native American or Alaska Native        ☑ Asian        ☑ Black or African American
   ☑ Native Hawaiian or Pacific Islander        ☑ White        ☑ Unknown or Other
**ACADEMIC INFORMATION**

List below all colleges and universities attended. Begin with the most recent. If you attended more than three colleges, please provide the information on a separate sheet. Transcripts must be submitted from all schools attended.

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<tr>
<th>NAME OF INSTITUTION</th>
<th>CITY/STATE/COUNTRY</th>
<th>DATES OF ATTENDANCE</th>
<th>NUMBER OF CREDITS IN PROGRESS</th>
<th>TOTAL CREDITS EARNED</th>
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**REQUIRED ESSAY**

Please write a Personal Statement that addresses the following:

- Why you are interested in pursuing a graduate degree at LIM College
- What makes you a good candidate for admission
- What you hope to gain/learn by completing the program

The length should be between 250-500 words or 1-2 pages, double spaced. Please save, attach, and email the essay once complete.

**TWO LETTERS OF RECOMMENDATION**

Instructions: Please provide the name and contact information for two professional references from whom you will request a letter of recommendation. Please have the recommenders email their Letters of Recommendation to LIMOnline@LIMcollege.edu.

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<th>NAME</th>
<th>PHONE NUMBER</th>
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**Disciplinary History**

Have you ever been found guilty of a disciplinary violation while attending any educational institution? Violations include academic misconduct or dishonesty, probation, suspension, academic dismissal, or expulsion from the institution. ☐ Yes ☐ No

If you have answered “yes” to the above question, please attach an additional page to your application explaining the date of each incident, the circumstances surrounding the occurrence, and lessons learned and/or reflections of the experience.

**HONESTY STATEMENT**

I certify that all of the information I have submitted in the admissions process, including the application, essay, academic transcripts, and letters of recommendation, are my own work and will become the property of LIM College. I understand that any false information I provide may subject me to a range of possible disciplinary actions, including, but not limited to, admissions revocation.

__________________________
SIGNATURE

__________________________
DATE