



*First Year Student Application
for Undergraduate Admission*



Application Instructions

for First-Year Applicants and Returning Women Without Prior College Credit

The application (pages 4-8) should be accompanied by:

- a \$30 non-refundable application fee;
- the Secondary School Report (pages 9-10), along with an official transcript (or a General Equivalency Diploma transcript) which includes courses currently in progress;
- two personal recommendations. One from 11th- or 12th-grade teacher and the other from your Secondary School Counselor. (page 11, returning women may submit a letter of character reference);
- one personal statement (page 7);
- scores from either the Scholastic Assessment Test (SAT I) of the College Entrance Examination Board or the American College Test (ACT). Students are encouraged to submit the results of any SAT II tests. SAT and ACT test results are optional for students who rank in the top 20% of their graduating class. (Returning women need not submit score results if they graduated from high school more than five years ago.) (You must submit SAT or ACT scores if you are applying to any accelerated Bachelor's/ Master's Degree Program.)
- students seeking admission to the Musical Theatre or Creative Arts in Therapy program must complete an audition or portfolio review.

A personal interview is highly recommended, either on campus or with an alumna in your area.

Applicants will be notified of admission decisions on a rolling basis (after January 1 for fall admission and September 1 for spring admission) once their completed application has been received. Those students who plan to matriculate must confirm their intentions by May 1st and pay a non-refundable enrollment deposit.

Early College Applicants

Highly qualified high school juniors or seniors can complete high school graduation requirements while beginning college study. An application, all supporting materials (outlined above) should be submitted by March 15. Applications will not be accepted after May 15. An interview with the Director of Admission or Associate Director of Admission is also required. Students will be notified of their status on a rolling basis.

The application should be accompanied by:

- a \$30 non-refundable application fee;
- the Secondary School Report, along with an official transcript (and/or General Equivalency Scores) which includes courses currently in progress. For home schooled candidates—a record of secondary level IHIPS, including an assessment from the home educator;
- scores from either the Scholastic Assessment Test (SAT I), or the College Entrance Examination Board or the American College Test (ACT). Students are encouraged to submit the results of any SAT II tests;
- one personal statement;
- one personal recommendation from a 11th- or 12th-grade teacher (Home-schooled students may submit one personal recommendation from an adult with whom the student has interacted through individualized study, an internship, or similar activities — Office of Admission has forms available upon request).

Students Seeking Financial Aid

Students seeking financial aid should submit:

- the Free Application for Federal Student Aid (FAFSA) to the appropriate processing center by March 1 (the federal school code number for RSC is 002810);
- residents of New York State will receive a pre-printed application for the Tuition Assistance Program (Sage TAP code: 0675) when the completed FAFSA has been processed;

Note: Russell Sage does not require any additional forms.

Admission Plans for First-Year Students

Regular Admission: Applicants to all majors, except for physical therapy and occupational therapy, will be notified of their admission status on a rolling basis (after January 1 for fall admission and September 1 for spring admission). Priority application deadline for the physical therapy and occupational therapy programs is February 1, with admission notification no later than March 15.

Early Decision: If Russell Sage College is your first choice, the Office of Admission encourages you to apply under the Early Decision Plan. Students considered under the Early Decision Plan agree to enroll at Russell Sage if admitted. You may apply to other colleges with the understanding that you will withdraw these applications if you are admitted Early Decision to Russell Sage College. An application and all supporting documents (outlined above) must be submitted by December 1. A decision will be announced on December 15. If you wish to apply for financial aid, you should submit the Early Financial Aid Estimator Form when you apply for admission. The Early Estimator is available through the Russell Sage College Financial Aid Office.

Re-admission Applicants and International Students

Please contact the Office of Admission for details.

Enrollment Deposit

The enrollment deadline for all regular admission applicants is May 1 for the fall semester and December 15 for the spring semester. Enrollment deposits are non-refundable after May 1 for the fall semester.

Residence Life

Russell Sage College is committed to the values and benefits of residential living in the college experience. Both the individual student and the school community are enriched by the growth and development, which evolve from this distinctive aspect of the Sage environment. Because of this strong commitment, it is the expectation of the College that full-time Russell Sage students will live in campus housing if they do not reside at home with parents, spouse and/or children. Exceptions to this policy (based on age, marital status, or family circumstances) are considered on an individual basis.

Residential living options include traditional arrangements, language houses, and a seniors-only hall. Details are available from the Office of Residence Life and procedures are communicated following admission. On-campus housing is guaranteed throughout the student's Russell Sage experience.

First Year Student Application

for Admission to Russell Sage College

Biographical Information Please print.

Legal Name: Last First Middle Maiden Preferred/Nickname

Permanent Home Address: Number and Street/P.O. Box Apt. No.

City/Town State Zip Code County

Phone: Area Code & Number E-mail Address

Cell Phone: Area Code & Number AOL Screen Name

Social Security Number Birth Date: Month/Day/Year

Country of Citizenship (if other than USA) Country of Birth Visa Type

If different from above, please give your mailing address for all admission correspondence:

Mailing Address: Number and Street/P.O.Box Apt. No.

City/Town State Zip Code County Phone: Area Code & Number

I am applying as a:

- First-Year Regular (Priority Application Deadline for PT/OT is 2/1)
 First-Year Early Decision (Application Deadline is 12/1, with notification on 12/15)
 Early College

If you are applying under either Early Decision or Early Admission, please see further instructions on the Secondary School Report and description on inside front cover.

I wish to enter:

- Fall Semester, September 20 _____ Spring Semester, January 20 _____

Intended status

- Full Time – 12 credits or more per semester Part Time – fewer than 12 credits per semester
-

My residence plans are:

- To live on campus To commute from home (with parents, spouse, children)
(please see 'Residence Life' on page 3)
-

Financial Aid

I am applying for financial aid. Yes No

I would like to be considered for the Higher Education Opportunity Program (HEOP) Yes No
This program is for NY State residents only. Please check with guidance/admission counselor to determine eligibility.

I have been previously enrolled in the Higher Education Opportunity Program (HEOP), EOP SEEK and/or Discovery. Yes No

Family (This information will assist us in determining scholarship eligibility.)

Mother's Name	Father's Name
Home Address (if different from yours)	Home Address (if different from yours)
City State Zip	City State Zip
Occupation	Occupation
Employer	Employer
Employer's Address	Employer's Address
City State Zip	City State Zip
Business Phone	Business Phone
College(s) Attended	College(s) Attended
Degree(s) Year(s)	Degree(s) Year(s)

My parent(s) are: married separated divorced Father remarried Mother remarried

Parent(s) or guardian(s) with whom you reside: _____
Please indicate name, relationship, and title (e.g. Dr., Mr., or Mrs.)

Please give the names and ages of your sisters and brothers. If they have attended college, please list institutions, degrees and approximate year(s) of graduation.

Please list all honors awards etc. that you have received:

Educational Data

School you attend now	Date of Entry
Address: City/Town State Zip	ACT/CEEB code number
Date of secondary graduation	Is your school public? private? parochial?
College Counselor's Name	Position
School Phone: Area Code & Number	School Fax: Area Code & Number

List all other secondary schools, including summer schools and programs you have attended beginning with ninth grade. List all colleges at which you have taken courses for credit. List names of courses taken and grades earned on a separate sheet. Please have an official transcript sent from each institution as soon as possible.

Name of School	Location (City, State, Zip)	Dates Attended/Degree Awarded

I am applying to these other colleges/universities:

If not attending school at the present time, please describe what you are doing.

Testing Information

Russell Sage College requires the Scholastic Assessment Test (SAT I) or the American College Testing program (ACT) of all applicants unless they are ranked in the top 20% of their high school class. Submission of SAT I or ACT results is optional for these students. International applicants are required to submit results of the Test of English as a Foreign Language (TOEFL).

* I am in the top 20% of my high school class and would like my SAT score to be waived.

SAT I was taken on: _____ will be taken on: _____

SAT II was taken on: _____ will be taken on: _____ Subjects: _____

ACT was taken on: _____ will be taken on: _____

TOEFL was taken on: _____ will be taken on: _____

***Please note: The SAT cannot be waived if applying for PT/OT, or any of the combined accelerated programs with other institutions.**

Extracurricular and Personal Activities

Please list your principal extracurricular, community and family activities and hobbies in their order of interest to you. Include specific events and/or major accomplishments such as musical instruments played, varsity letters, etc. Please place a check in the right-hand column for those activities you hope to pursue at Russell Sage College.

Activity	Grade Level Year of Participation 9 10 11 12	Approximate Number of Hours Spent Per Week	Positions Held Or Honors Earned	Do You Plan To Participate In College?

Employment

Jobs (including summer employment) you have held during the past three years. Please list present employment first.

Specific Nature of Work	Employer	Dates of Employment	Hours Per Week
Specific Nature of Work	Employer	Dates of Employment	Hours Per Week
Specific Nature of Work	Employer	Dates of Employment	Hours Per Week

Personal Statement

For Regular Decision Candidates

It is our aim to get to know you as much as possible through this application. On a separate sheet of paper, please take this opportunity to tell us something more about yourself in order to give us clearer insight into who you are and how you think. We offer some suggestions below. In addition to your statement, we welcome examples of your artwork, writing, photography, dramatic or musical performances on tape, or other creative work.

- What do you hope to accomplish during the next four years at college?
- Write your own views about, or reactions to, an issue of local or national concern.
- What personal or academic experiences have been significant and/or rewarding for you? Why?

For First-Year Early Decision Candidates

In addition to the above personal statement, please tell us why Russell Sage College is your first choice. Please feel free to attach your comments on a separate sheet.

Be sure to sign and date your application for admission. **(Required for All Applicants)**

My signature below indicates that all of the information contained in my application is complete, factually correct, and honestly presented.

Signature

Date

Title IX Policy: Russell Sage College does not discriminate on the basis of age, race, marital status, creed, color, nationality, disability or sexual orientation. The College is exempt from sex discrimination requirements with respect to admission under Title IX.

Notice of Nondiscriminatory Policy: Russell Sage College admits women of any age, race, marital status, creed, color, nationality, disability or sexual orientation to all the rights, privileges, programs and activities generally accorded or made available to students at the school. The College does not discriminate against the handicapped and has agreed to comply with regulations of Section 504 of the Rehabilitation Act of 1973.

Submit application and all supporting materials to: **Russell Sage College Office of Admission**
45 Ferry Street, Troy, NY 12180
Voice: (518) 244-2217 or 1 (888) VERY-SAGE
Fax: (518) 244-6880 E-mail: rscadm@sage.edu

Early Decision Form

Russell Sage College Office of Admission
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Fax: (518) 244-6880 E-mail: rscadm@sage.edu

Applicants who have carefully considered their educational goals for college and have decided that Russell Sage College is their first choice may apply under the Early Decision Plan. By completing this Early Decision Form and submitting it with the application for admission, a candidate is indicating her request for consideration as an Early Decision candidate.

The following information must be received by December 1 in order for the candidate to be considered for Early Decision:

- Completed application, Secondary School Report and Teacher Recommendation
- SAT I or ACT scores
- Financial Aid Early Estimator Form (available through Russell Sage's Admission or Financial Aid Office)

Request for consideration under the Early Decision Plan may be made at any time prior to December 1. A *decision will be announced on December 15*. If you are accepted under the Early Decision Plan, you agree to withdraw all other college applications and confirm your acceptance by paying a non-refundable enrollment deposit. Students applying under the Early Decision Plan should file the Financial Aid Early Estimator Form when they apply for admission.

If you have carefully considered your educational expectations for college and have decided that Russell Sage College is your first choice, you must indicate this by signing the following agreement. This form must be signed by your secondary school counselor.

I wish to be considered as a candidate under the Russell Sage College Early Decision Plan. I agree to abide by the conditions above, and further recognize that while I may submit applications to other institutions, this is my only request for Early Decision consideration. If admitted under this Early Decision Plan, I agree to withdraw applications at all other institutions and indicate my intention to enroll at Russell Sage College by submitting my non-refundable enrollment deposit by February 1.

Candidate's Name (Print or Type)

Secondary School

Candidate's Signature

Signature of Secondary School Counselor

Date

Date

Secondary School Report

First-Year Applicants Only

(Returning women do not need to submit this form.)

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Please complete and return this form and/or a letter of recommendation as soon as possible.

Name of Candidate for Admission:	Last	First	Middle Initial
Street Address/P.O. Box	City/Town	State	Zip
Birth Date	Social Security Number		
School's Official Name	Street/P.O. Box City/Town	State	Zip
CEEB/ACT School Code Number	Phone: Area Code & Number	Fax: Area Code & Number	

Candidate's Instructions

After you have filled in the information required above, give this form to your guidance counselor.

Counselor's Information

Please send the following information to the address listed at the top of this form after you have:

- Completed both sides of this evaluation form.
- Attached an official transcript to this form, including courses currently in progress and standardized test scores.
- Included a current school profile.

If necessary, please submit additional information on a separate sheet.

Counselor's Deadlines

Early Decision

Transcript, standardized test scores, and all recommendations are due by December 1.

Regular Decision

Transcript, standardized test scores, and all recommendations are due by August 1 for all majors except physical therapy and occupational therapy. For physical therapy and occupational therapy program applicants, all supporting materials should be submitted by February 1.

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Intellectual Ability and Achievement

This candidate ranks _____ in a college prep group, entire class of _____.

This rank covers a period from _____ to _____.

This candidate's grade point average (GPA) is _____ on a scale of _____.

Of this candidate's graduating class, approximately _____% plan to attend a four-year college.

If precise rank is not available, please indicate rank to the nearest tenth from the top of the class _____.

The rank and/or GPA is: weighted unweighted.

Academic Ratings	Below Average	Average	Good	Excellent (Top 10% But Not 2 or 3%)	Truly Outstanding (Top 2 or 3%)	No Basis for Judgment
Motivation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Creative Qualities	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-Discipline	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Growth Potential	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Character and Personality

Character and Personality Ratings	Below Average	Average	Good	Excellent (Top 10% But Not 2 or 3%)	Truly Outstanding (Top 2 or 3%)	No Basis for Judgment
Leadership	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Self-confidence	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Warmth of personality	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Sense of humor	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Concern for others	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Energy	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Emotional maturity	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Personal initiative	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Respect accorded by the faculty	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Overall Recommendation

Overall Ratings	Without Enthusiasm	Fairly Strongly	Strongly	Enthusiastically
For academic promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For character and personal promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall recommendation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

Is the academic rank a true indication of the candidate's ability? Yes No

If not, please explain. (e.g. excessive absences, family problems, emotional or physical difficulties, or disciplinary problems.)

Signature

Length of time acquainted w/candidate

Please print name

Title

Date

11th- or 12th-Grade Teacher Recommendation

First-Year Applicants Only

(Returning women do not need to submit this form; a letter of reference can be submitted in lieu of this form.)

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To the Student

Please fill in your name and address below.

Name of candidate:	Last	First	Middle Initial
Street Address/P.O. Box	City/Town	State	Zip Code

To the Teacher

Please return this form to the Director of Admission at the address listed at the top of this sheet (no later than December 1 for Early Decision candidates, February 1 for physical therapy or occupational therapy program candidates and August 1 for all other Regular Decision candidates).

Russell Sage College's Committee on Admission seeks to obtain the most complete picture possible of our candidates. In your comments, we ask that you include a description of the student's academic as well as personal characteristics and that you address the following questions: What subject have you taught the candidate? For how long and how well do you know her? How would you judge her overall capacity for rigorous academic work? Are there any factors that you feel may impede this candidate's performance in college? Please feel free to use both sides of this form; you may also attach your comments on a separate sheet.

Please note: The Family Educational Rights and Privacy Act of 1974 provides students access to their records. Therefore, should this candidate matriculate and not waive right of access to student records, we will not be able to guarantee the future confidentiality of your recommendation, which will be used for admission and counseling purposes.

Overall Recommendation

I recommend this candidate for admission to Russell Sage.

	Without Enthusiasm	Fairly Strongly	Strongly	Enthusiastically
For academic promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
For character and personal promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Overall recommendation	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

School _____ Name (Please print) _____

School Address _____ City/Town _____ State _____ Zip Code _____

Subject _____ Signature _____ Date _____



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