

MPA APPLICANT EVALUATION FORM

Applicant Name _____ Reviewer Name _____ Date _____

This information will be used to develop a decision concerning the applicant's acceptance into the Master of Public Administration program.

Transcript (refer to transcript from applicant's most recent degree to complete option 1 or 2 below):

Option 1) Official Non-TESC transcript

Cumulative GPA _____ Undergraduate major _____

Comments on undergraduate record of student achievement _____

Option 2) Official TESC transcript

Area of emphasis _____

Comments on undergraduate evaluations of student achievement _____

Transcript (refer to all official transcripts received and/or applicable categories noted on official transcript to complete the following):

1) Other degrees, certificates, minors, etc. _____

2) Prerequisite:

yes

no

_____ Statistics within the past 5 years

Statement of Purpose

1) Main reasons noted for wanting to be in the program are:

excellent.....good fair

2) Expectations noted about what can be gained in the program are:

excellent.....good fair

Resume

1) Record of **Employment** Relevant to MPA content focus

_____ yes (If yes, amount of years _____) _____ no _____ N/A

2) Record of **Public Service** (criteria: amount, range, increasing responsibilities)

_____ yes (If yes, amount of years _____) _____ no _____ N/A

3) Record of **Community Service** involvement and/or **Volunteer Work**

_____ yes (If yes, amount of years _____) _____ no _____ N/A

4) **Internship required** (based upon the resume and personal statement, applicant **does not have** a significant record of experience related to public administration **for more than one year**)

_____ yes _____ no

Public Policy Essay (circle your response)

Followed Instructions..... excellentgood.....fair
(includes use of correct grammar and spelling)

Organization..... excellent.....good.....fair
(includes composition)

Analysis & Critical Thinking..... excellent.....good.....fair
(includes arguing a non-personal point of view supported with evidence)

Letters of Recommendation

Name of Each Reference

Highlights Noted

- | | | |
|----|-------|-------|
| 1. | _____ | _____ |
| 2. | _____ | _____ |
| 3. | _____ | _____ |

Additional Comments

[1) Follow FERPA guidelines regarding any comments you choose to make, 2) Do not comment on criteria outside of what the MPA application requested.]

Reviewer's Recommendation

_____ Accept

_____ Accept Provisionally (need to complete Baccalaureate degree)

_____ Accept Conditionally (need stats)

_____ Hold for later decision

_____ Deny