

2009-2010 Certificate Codes

Most certificates are available in San Francisco. For certificate availability at other Golden Gate University locations, please consult the GGU representative at that location or call 888-GGU-EDU1. Applicants are admitted under the certificate requirements in effect at the time of admission.

UNDERGRADUATE CERTIFICATE PROGRAMS

| CODE | FIELD OF STUDY | UNITS |
|-------------|--|-------|
| CERTU.ACC15 | Accounting | 15 |
| CERTU.ACC30 | Accounting | 30 |
| CERTU.DTM | Database Technology and Management | 15 |
| CERTU.FIN | Finance | 15 |
| CERTU.FINPL | Financial Planning | 18 |
| CERTU.HRMGT | Human Resource Management | 15 |
| CERTU.INTBS | International Business | 15 |
| CERTU.IT | Information Technology | 15 |
| CERTU.IT30 | Information Technology | 30 |
| CERTU.MGT15 | Management | 15 |
| CERTU.MGT30 | Management | 30 |
| CERTU.MKTG | Marketing | 15 |
| CERTU.OPMG | Operations and Supply Chain Management | 18 |
| CERTU.PAD | Public Administration | 15 |

GRADUATE CERTIFICATE PROGRAMS

| CODE | FIELD OF STUDY | UNITS |
|-------------|--|-------|
| CERTG.ACC15 | Accounting | 15 |
| CERTG.ADTAX | Advanced Studies in Taxation | 12 |
| CERTG.PSYCH | Applied Psychology | 15 |
| CERTG.CNRES | Conflict Resolution | 15 |
| CERTG.ESTAT | Estate Planning | 12 |
| CERTG.FIN | Finance | 15 |
| CERTG.FINPL | Financial Planning | 18 |
| CERTG.FORAC | Forensic Accounting | 18 |
| CERTG.HRMGT | Human Resource Management | 18 |
| CERTG.HSM | Health Services Management | 18 |
| CERTG.IT | Information Technology Management | 15 |
| CERTG.IMC | Integrated Marketing Communications | 18 |
| CERTG.INTAX | International Taxation | 15 |
| CERTG.MKTG | Marketing | 15 |
| CERTG.OPMG | Operations and Supply Chain Management | 18 |
| CERTG.PMGT | Project Management | 18 |
| CERTG.PUBRE | Public Relations | 15 |
| CERTG.TAX | Taxation | 15 |
| CERTG.MKTAN | Technical Market Analysis | 15 |

REQUIREMENTS
FOR 2009 - 2010

Application for Admission: Instructions

This application may be used to apply for admission or readmission to any GGU program, except the Executive MBA, JD and LLM degrees. For more information, refer to "Admission to the University" in the Golden Gate University Catalog or at www.ggu.edu. Mail application, application fee and other application materials in one envelope to: Golden Gate University, Office of Enrollment Services, 536 Mission Street, San Francisco, CA 94105-2968; phone: 415-442-7800; fax: 415-442-7807.

Application Checklist for Undergraduate Studies

- Submit this application and the appropriate nonrefundable application fee, payable by check or money order made out to Golden Gate University: \$60 for degree studies, \$25 for certificate studies, or \$100 for all international applicants.
- Request official transcripts of all course work be sent directly from your previously attended institution(s) to the Office of Enrollment Services. If you have earned fewer than 24 semester units of regionally accredited college/university credit, then also request an official high school transcript be sent directly from your graduating high school (or in the case of the GED, from your state's department of education) to the Office of Enrollment Services. Official transcripts in unopened envelopes sealed by the educational institution are preferred, but unofficial transcripts may be accepted if it is difficult for the institution to send official transcripts directly to GGU.
- If your native language is not English, regardless of your citizenship, you will need to submit proof of English language proficiency. Please refer to GGU's website at www.ggu.edu/admissions_and_costs, and select "admissions," for a list of options to demonstrate English language proficiency. Applicants who choose a testing method (i.e., TOEFL or IELTS) must have an official score sent directly from the testing agency to the Office of Enrollment Services.
- Submit a completed Certification of Finances if you are an international student and plan to apply for the F-1 (student) or J-1 (visiting scholar) visa. The Certification of Finances form can be downloaded from www.ggu.edu/admissions_and_costs, and select "admissions," "graduate," and "international."

Application Checklist for Graduate Studies

- Submit this application and the appropriate nonrefundable application fee, payable by check or money order made out to Golden Gate University: \$60 for degree studies, \$25 for certificate studies, or \$100 for all international applicants.
- Graduate Applicants must submit transcripts from the degree-granting institution only. However if you want to receive transfer credit from any institution previously attended, then you will need to provide official transcripts from those schools. Official transcripts in unopened envelopes sealed by the educational institution are preferred, but unofficial transcripts may be accepted if it is difficult for the institution to send official transcripts directly to GGU.
- If your native language is not English, regardless of your citizenship, you will need to submit proof of English language proficiency. Please refer to GGU's website at www.ggu.edu/admissions_and_costs, and select "admissions," for a list of options to demonstrate English language proficiency. Applicants who choose a testing method (i.e., TOEFL or IELTS) must have an official score sent directly from the testing agency to the Office of Enrollment Services.
- If you are applying for an MBA degree program, request that an official GMAT score be sent directly from the Educational Testing Service to the Office of Enrollment Services. Note: Some applicants to the MBA program are not required to provide a GMAT score. To view a list of these exceptions, please see the university catalog or university website.
- Submit a completed Certification of Finances if you are an international student and plan to apply for the F-1 (student) or J-1 (visiting scholar) visa. The Certification of Finances form can be downloaded from www.ggu.edu/admissions_and_costs/admissions/graduate/international.

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PLEASE KEEP THIS PAGE OF INSTRUCTIONS FOR YOUR RECORDS.

Optional Statement of Purpose for Undergraduate and Graduate Students

In cases where the academic history of an applicant does not reflect strong academic progress, it is recommended that a personal evaluation written by the applicant be submitted with the application materials. The statement should give a realistic appraisal of any academic work since graduation from high school. Note any inconsistencies in the academic record and the reasons for them. In addition, include a plan to affirm a commitment to academic success while attending Golden Gate University. Applicants are encouraged to be as forthright and open as possible, and should feel free to discuss unusual circumstances or situations of adversity that may have influenced their current values. Be aware that both the quality of the writing and the thoughtfulness of the statement will be evaluated.

Application Checklist for Doctoral Studies

- Submit this application and the nonrefundable \$75 (domestic students) or \$100 (international applicants) application fee payable by check or money order made out to Golden Gate University.
- Doctoral candidates are required to submit transcripts from their degree-granting institution only to the Office of Enrollment Services. Official transcripts in unopened envelopes sealed by the educational institution are preferred, but unofficial transcripts may be accepted if it is difficult for the institution to send official transcripts directly to GGU.
- If your native language is not English, regardless of your citizenship, you will need to submit proof of English language proficiency. Please refer to GGU's website at www.ggu.edu/admissions_and_costs, and select "admissions," for a list of options to demonstrate English language proficiency. Applicants who choose a testing method (i.e., TOEFL or IELTS) must have an official score sent written from the testing agency to the Office of Enrollment Services.
- Request that an official GMAT score be sent directly from the Educational Testing Service to the Office of Enrollment Services.
- Submit a completed Certification of Finances if you are an international student and plan to apply for the F-1 (student) or J-1 (visiting scholar) visa. The Certification of Finances form can be downloaded from www.ggu.edu/admissions_and_costs, and select "admissions," "graduate," and "international."
- Submit three letters of recommendation, a professional resume and a 1,000-word statement of purpose.

Application Deadlines

The university operates on a rolling admissions basis which allows applicants to apply for admission at any time of the year. If you are an international applicant or an applicant applying to receive Veterans' Benefits, however, you must apply by the following dates to allow time for processing of the government documents necessary for your attendance:

| Fall Term | Spring Term | Summer Term |
|-----------|--------------|-------------|
| May 15 | September 15 | January 15 |

Notice of Nondiscriminatory Policy

In compliance with Titles VI and VII of the Civil Rights Act of 1964, Title IX of the Education Amendments of 1972, Sections 503 and 504 of the Rehabilitation Act of 1973, the Americans with Disabilities Act of 1990, the Vietnam Era and Veterans Readjustment Assistance Act of 1974, the Age Discrimination in Employment Act of 1967, the Age Discrimination Act of 1975, and Executive Order 11246, Golden Gate University does not discriminate, within the meaning of these laws, on the basis of race, color, national origin, religion, sex, sexual orientation, disability, age, marital status or veterans status in employment, in its educational programs, or in the provision of benefits and services to its students. Anyone who believes that in some respect Golden Gate University is not in compliance with the above statement should contact the Office of Student Affairs at GGU's San Francisco location.

Financial Aid

Applicants who are interested in federal, state or institutional financial aid should complete the Free Application for Federal and State Aid (FAFSA) at www.fafsa.ed.gov. Please be sure to list our school code — 001205 — so that your information will be sent to GGU. You may contact the GGU Financial Aid Office at:

Golden Gate University
Financial Aid Office
536 Mission Street
San Francisco, CA 94105-2968
Telephone 415-442-7270
finaid@ggu.edu

Application Acknowledgment and Correspondence

The university will acknowledge the receipt of your application. You should receive notification of the admission decision five-to-ten business days after the Office of Enrollment Services has received all required documents. Notification of admission is valid only when confirmed in writing by the Office of Enrollment Services. Applicants will be assigned a university identification number. Applicants are requested to use one name consistently and include their applicant identification number on all correspondence with the university. Please notify the Office of Enrollment Services in writing of any changes in admission information. If you have any questions regarding the admission process, please write, e-mail or call us at: Office of Enrollment Services, 536 Mission Street, San Francisco, CA 94105-2968; e-mail: applications@ggu.edu; phone: 415-442-7800; fax: 415-442-7807.

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2009-2010 Major Codes

Most programs are available in San Francisco. For program availability at other Golden Gate University regional locations, please consult the GGU representative at that location or call 888-GGU-EDU1. Applicants are admitted under the degree requirements in effect at the time of admission.

UNDERGRADUATE PROGRAMS

| CODE | FIELD OF STUDY |
|----------|--|
| BA.MGMT | Bachelor of Arts in Management |
| BBA.BUSA | Bachelor of Business Administration (BBA) |
| BBA.FIN | BBA (Finance Concentration) |
| BBA.HUMR | BBA (Human Resource Management Concentration) |
| BBA.IT | BBA (Information Technology Concentration) |
| BBA.INTB | BBA (International Business Concentration) |
| BBA.MKT | BBA (Marketing Concentration) |
| BBA.OPSC | BBA (Operations and Supply Chain Management Concentration) |
| BBA.PAD | BBA (Public Administration Concentration) |
| BS.ACCT | Bachelor of Science (BS) in Accounting |
| BS.IT | BS in Information Technology |

GRADUATE PROGRAMS

| CODE | FIELD OF STUDY |
|--------------|--|
| MAC.ACCT | Master of Accountancy (MAc) |
| MAC.ACCTD | Master of Accountancy (MAc) (Full-time Day Program) |
| MBA.EMBA | Executive Master of Business Administration |
| MBA.PMBA | Professional Master of Business Administration |
| MPA.EMPA | Executive Master of Public Administration |
| MPA.EMPA.JA | EMPA (Judicial Administration Concentration) |
| MA.PSY.COUN | Master of Arts (MA) in Psychology (Counseling Concentration) |
| MA.PSY.INOP | MA in Psychology (Industrial/Organizational Concentration) |
| MA.PSY.CINO | MA in Psychology (Combined Counseling/ Industrial/Organizational Concentration) |
| MA.PSY.MFT | MA in Psychology (Marriage and Family Therapy Concentration) |
| MA.PSY.MFINO | MA in Psychology (Combined Marriage and Family Therapy and Industrial/Organizational Concentration) |

| CODE | FIELD OF STUDY |
|----------------|--|
| MBA.BUSA | Master of Business Administration (MBA) (General Course of Study) |
| MBA.ACCT | MBA (Accounting Concentration) |
| MBA.FIN | MBA (Finance Concentration) |
| MBA.HUMR | MBA (Human Resource Management Concentration) |
| MBA.HSM | MBA (Health Services Management Concentration) |
| MBA.IT | MBA (Information Technology Management Concentration) |
| MBA.INTB | MBA (International Business Concentration) |
| MBA.MGMT | MBA (Management Concentration) |
| MBA.MKT | MBA (Marketing Concentration) |
| MBA.OPSC | MBA (Operations and Supply Chain Management Concentration) |
| MBA.PAD | MBA (Public Administration Concentration) |
| MBA.PMGT | MBA (Project Management Concentration) |
| MS.FIN | MS in Finance (General Finance Concentration) |
| MS.FIN.CORP | MS in Finance (Corporate Finance Concentration) |
| MS.FIN.INVST | MS in Finance (Investment Management Concentration) |
| MS.FIPL | MS in Financial Planning |
| MS.FPTAX | MS in Financial Planning and Taxation (Taxation Concentration) |
| MS.FPTAX.ESTAT | MS in Financial Planning and Taxation (Estate Planning Concentration) |
| MS.HUMR | MS in Human Resource Management |
| MS.ITM | MS in Information Technology Management |
| MS.IMC.GEN | MS in Integrated Marketing Communications (General IMC Concentration) |
| MS.IMC.PUB | MS in Integrated Marketing Communications (Public Relations Concentration) |
| MS.MKT | MS in Marketing |
| MS.PSM.IT | MS in Project and Systems Management (Information Technology Concentration) |
| MS.PSM.PMGT | MS in Project and Systems Management (Project Management Concentration) |
| MS.TAX | MS in Taxation |
| MS.TXD | MS in Taxation (Full-time Day Program) |

JOINT GRADUATE DEGREE PROGRAMS*

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| MBA.LAW | MBA/JD |
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** This program is only available to students who have been admitted to the School of Law and have completed the first year of JD studies.*

DOCTORAL PROGRAMS

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| DBA.BUSA | Doctor of Business Administration (DBA) |
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