

Application Instructions for Certificate programs

(US Citizens, Permanent Residents, and H1/H4 Visa Holders)

1. Complete the Paper Certificate Application form

Fill out all required fields and submit with your \$75 application fee (checks only)to:

Graduate Admissions

Lyle Engineering

PO Box 750443

Dallas, TX 75275

2. Order Transcripts

Request from the Registrar of each college or university attended that an official transcript of your work be sent directly to the address below. If more than one college or university appears on your graduating transcript, you still need the official transcript from each and every school attended.

Graduate Admissions

School of Engineering

Southern Methodist University

PO Box 750443

Dallas, TX 75275



Certificate Program

Application Form

All responses must be printed or typed.

1. FULL Legal Name: PREFIX LAST FIRST AND MIDDLE SUFFIX

Preferred Name(s):

Any other name(s) under which your documents might be received:

2. Social Security Number: 3. Sex: Male Female

3. Date & Place of Birth: MONTH DAY YEAR CITY STATE COUNTRY

4. Religious Affiliation: (OPTIONAL)

5. Country of Citizenship: United States Other COUNTRY OF CITIZENSHIP OTHER THAN U.S.

If you're not a U.S. citizen, are you currently living in the United States? Yes No

If you're a Non-Immigrant, what is your current visa status? F-1 J-1 B-1 H-1, L-1, C-1 or A-1 Other - Please State VISA F-2 J-2 B-2 H-4 Need

If you're a Permanent Resident, what is your alien card identification:

6. Military Status: Active Reservist Veteran Claiming Benefit (below) Non-Veteran Veteran not Claiming Benefit
 PL 634 Dependents PL 894 Rehab PL 358 Cold War Vietnam Bill PL 550 Korean

7. Residence Address: (CURRENT MAILING ADDRESS) STREET AND NUMBER CITY STATE/COUNTRY ZIP CODE

8. Permanent Address: (IF DIFFERENT FROM ABOVE) STREET AND NUMBER CITY STATE/COUNTRY ZIP CODE

9. Business Address: STREET AND NUMBER CITY STATE/COUNTRY ZIP CODE

10. Contact Information: RESIDENCE BUSINESS FAX E-MAIL ADDRESS @ PERSONAL BUSINESS SCHOOL

11. Employment Experience (beginning with most recent):

Employer	Dates		Full-Time or Part-Time	Nature of Work
	From	To		
Current:				

12. Please check all the categories that apply to you. (PLEASE NOTE THAT THIS INFORMATION IS FOR STATISTICAL PURPOSES ONLY AND YOU MAY DECLINE TO ANSWER.)

- American Indian/Alaskan Native
- Hispanic
- Black, Non-Hispanic
- Asian
- White
- Native Hawaiian/Other Pacific

Providing this information is voluntary. The information you choose to provide will be used in a nondiscriminatory manner, consistent with applicable civil rights laws, solely for required reporting under federal and/or state laws.

13. Colleges and universities (including SMU) in which you have registered for any course work, whether or not credit was earned or a grade received. Include all degrees and dates awarded. An official transcript must be submitted for EACH college and university attended.

College or University	Location	Dates of Attendance		Major Field	Degree †	Date Received
		From	To			
MOST RECENT:						

† Give initials of the exact degree title as it appears on your diploma; e.g., BS, BSEE, BEE, MS, MSME.

14. Desired Beginning Term and Status: Fall Spring Summer Full-Time Part-Time
15. Test Scores: TOEFL (INTERNATIONAL H1B AND H4 STUDENTS ONLY! ALL OTHER INTERNATIONAL STUDENTS, PLEASE REFER TO #22 BELOW!)
16. Desired Source of Study: Main-Campus Distance Education Executive Format Hybrid Executive
17. Indicate the date of any previous admission application to SMU:
18. Criminal History:
- a. Are you currently under indictment for any crime? Yes No
- b. Have you ever been convicted of, pleaded guilty to, or received, deferred adjudication for any felony, state jail felony, or Class A misdemeanor? Yes No
- c. Have you ever received, or are you currently on probation? Yes No

(Disclosure in the affirmative will not necessarily result in rejection of an applicant for admission. Failure to disclose such a record, if it exists, and to explain that record honestly, however, may result in your dismissal from the University. Failure to explain an affirmative response to this question will result in the Application's not being further processed).

19. Have you ever been dismissed from, suspended from, or denied admission to any school, college or university? IF SO, PLEASE EXPLAIN.
20. Please indicate the desired department and certificate program.

Department	Certificate Series	Certificate
CSE	Core Curriculum	<input type="checkbox"/> Software Engineering Fundamentals
CSE	Specialty Curricula	<input type="checkbox"/> Software Requirements Engineering
CSE	Specialty Curricula	<input type="checkbox"/> Software Design Engineering
CSE	Specialty Curricula	<input type="checkbox"/> Software Construction Engineering
CSE	Specialty Curricula	<input type="checkbox"/> Software Testing and Quality Engineering
CSE	Specialty Curricula	<input type="checkbox"/> Distributed Computing Technologies
CSE	Specialty Curricula	<input type="checkbox"/> Software Engineering Management
CSE	Specialty Curricula	<input type="checkbox"/> Computer Security and Information Assurance
EMIS	Core Curriculum	<input type="checkbox"/> Systems Engineering Fundamentals
EMIS	Core Curriculum	<input type="checkbox"/> Systems Analysis
EMIS	Specialty Curricula	<input type="checkbox"/> Systems Design & Development
EMIS	Specialty Curricula	<input type="checkbox"/> Reliability & Logistics Systems Engineering
EMIS	Specialty Curricula	<input type="checkbox"/> Enterprise Management
EMIS	Specialty Curricula	<input type="checkbox"/> Information Engineering Fundamentals
EMIS	Specialty Curricula	<input type="checkbox"/> Information Engineering Strategy
EMIS	Specialty Curricula	<input type="checkbox"/> Information Technology Governance and Controls
ENCE	Specialty Curricula	<input type="checkbox"/> Environmental Management and Compliance
ENCE	Specialty Curricula	<input type="checkbox"/> Occupational Health and Industrial Hygiene
ENCE	Specialty Curricula	<input type="checkbox"/> Pollution Control and Prevention
ENCE	Specialty Curricula	<input type="checkbox"/> Facilities Management
ENCE	Specialty Curricula	<input type="checkbox"/> Water Quality Engineering
ENCE	Specialty Curricula	<input type="checkbox"/> Hazardous and Waste Materials Management
ENCE	Specialty Curricula	<input type="checkbox"/> Air Quality Engineering
ENCE	Specialty Curricula	<input type="checkbox"/> Sustainability
ENCE	Specialty Curricula	<input type="checkbox"/> Sustainable Development
ENCE	Specialty Curricula	<input type="checkbox"/> Proj Mgt - Adaptable Project Leadership
ENCE	Specialty Curricula	<input type="checkbox"/> Proj Mgt - Enterprise Project Management
ENCE	Specialty Curricula	<input type="checkbox"/> Proj Mgt - Construction and Asset Management
ENCE	Specialty Curricula	<input type="checkbox"/> Proj Mgt - Infrastructure Systems Management
ME	Specialty Curricula	<input type="checkbox"/> Electronic Packaging Fundamentals
ME	Specialty Curricula	<input type="checkbox"/> Global Systems and Sustainable Organizations
ME	Specialty Curricula	<input type="checkbox"/> Manufacturing Management Fundamentals

21. *Special Considerations: Software Engineering, Systems Engineering and ENCE Certificate Series*
Students pursuing Software Engineering, Systems Engineering and ENCE certificates may apply for admission to the Masters degree at any point in the series as long as they meet the admissions criteria. Upon admission, graduate courses successfully completed may be applied toward the Masters degree as applicable. **An application and application fee of \$75 must be submitted for each certificate desired**
22. *Special Considerations: International Policy Statement*
Certificate programs are structured as part-time offerings. Therefore, they do not lend themselves to the INS requirements imposed on a full-time student visa.
23. Please write a statement concerning your goals for certificate studies at SMU's Bobby B. Lyle School of Engineering and attach it to the application. (The form and content of your statement will be given careful consideration by Department Admissions Committee.)
24. Intellectual integrity and academic honesty are fundamental to the process of learning and evaluating academic performance, and maintaining them is the responsibility of all members of an educational institution. The inculcation of personal standards of honesty and integrity is a goal of all members of an educational institution. The inculcation of personal standards of honesty and integrity is a goal of education in all the disciplines of the University. Students and faculty must mutually share the knowledge that any dishonest practices permitted will make it more difficult for the honest students to be evaluated and graded fairly and will damage the integrity of the whole University. Students should recognize that both their own interests, and their integrity as individuals, suffer if they condone dishonesty in others. All students at SMU have the responsibility to uphold the integrity of their own education. There are two basic Honor Code violations that each student should be aware of: 1) giving and receiving of unauthorized aid and 2) plagiarism. By signing this application, I understand that any breach of the Honor Code is considered a serious violation of University standards. I am aware that it is my responsibility to abide by the SMU Honor Code. I further agree that upon acceptance of the offer of admission to bind myself to the terms and conditions of the SMU Honor Code.

I certify that all statements made in this application for admission to the graduate program at the Bobby B. Lyle School of Engineering are correct to the best of my knowledge. I realize that all documents submitted in support of this application become the property of SMU. I understand and agree that any misrepresentation or omission of facts in my application will justify the denial of admission or the cancellation of admission.

(a) Date: _____ (b) Signature: _____