

# APPLICATION

## JMU Health Services Administration Program

(This application is effective Fall, 2004)

Name \_\_\_\_\_ JMU ID Number \_\_\_\_\_

Date \_\_\_\_\_ Local Phone No. \_\_\_\_\_

E-mail Address \_\_\_\_\_

Local Address/JMU P.O Box \_\_\_\_\_

Year at JMU \_\_\_\_\_

Cumulative Grade Point Average at end of last semester \_\_\_\_\_

*GPA and course grade requirements: A minimum overall GPA of 2.5 is required, AND at last a "B" in HTH 354, AND a combined "B" average in HTH 320, HSA 358 and HSA 365).*

Semester, Year and grade when you completed the following courses:

	Semester, year	Grade
HTH 320	_____	_____
HTH 354	_____	_____
HSA 358	_____	_____
HSA 365	_____	_____

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Please complete the following questions on separate sheets of paper. Answers must be typed and single-spaced. Answer all questions clearly and succinctly.

### 1. Paid or Volunteer Experience

[Your paid or volunteer experience should have been in a health services organization such as a hospital, nursing home, physician's office, hospice, health department, rescue squad, or similar health services organization.]

A. In what organization did you complete your paid or volunteer experience and who was your supervisor? What month/year did you complete this experience and approximately how many hours did you work or volunteer? [The minimum number of paid or volunteer hours is 25.]

B. Describe your duties and responsibilities during this experience.

- C. Do you have any other health services organization experiences besides the experiences cited above? If so, please identify the organization, the experience and duration of experience.
- D. How has your experience affected your interest in pursuing a degree in health services administration?

## **2. View of Profession and Professional Goals**

- A. Briefly describe what health services administration is to you and explain why you are pursuing a degree in the field.
- B. What are your professional goals for the next five years? How can JMU's Health Services Administration program help you to reach these goals?

## **3. Attach a Letter of Recommendation**

Please attach a letter of recommendation from your supervisor where you worked or volunteered. This letter should include- but not be limited to- career potential in health services administration. The letter, signed by your supervisor, should be attached to this completed application.

## **4. Attach your Most Recent Unofficial Transcript**

In order for this application to be considered complete for processing and consideration, please attach a copy of your most recent JMU transcript.

## **5. Interview with HSA Program Director**

An informal interview with the Program Director is a part of the selection process. An appointment should be made with the Program Director when this application is handed in to him.

**Student's Signature** \_\_\_\_\_

Please deliver this signed application, answer sheets, letter of recommendation and your unofficial transcript to:

Dr. Jon M. Thompson  
Program Director  
Health Services Administration Program  
Department of Health Sciences  
MSC 4301, Room 3134, HHS Building

*Reviewed 7/7/99*  
*Revised 8/29/00, 8/17/04*