



Master of
Liberal Studies

YOUR MIND MATTERS

Application for Admission

Rice University, Glasscock School of Continuing Studies
Master of Liberal Studies
P.O. Box 1892 - MS 550
Houston, TX 77251-1892
713-348-4767

We are seeking an energetic group of adult students who look forward to a rigorous program of broad exposure and intellectual growth. Applicants must have a bachelor's degree (or equivalent) from an accredited university or college. A minimum GPA of 3.0 from the applicant's undergraduate work is expected, though the admissions committee also gives consideration to applicants' postgraduate experiences and recent accomplishments.

APPLICATION CHECKLIST

Use the following checklist to ensure you are submitting a complete application:

Completed Application for Admission

Application fee (\$85 nonrefundable check made payable to Rice University)

Current resume

Personal statement

Writing samples

Official transcripts from all previous colleges or universities attended mailed directly to Glasscock School of Continuing Studies. See application guidelines for further information.

Two letters of recommendation, each accompanied by a completed Letter of Recommendation form. Must be mailed directly from the recommenders to the Rice University address provided on the form.

Application materials become property of Rice University and will not be returned. You may be selected for an interview during the final stage of the application process.

SELECT THE TERM FOR WHICH YOU ARE APPLYING:

FALL 2016 Application deadline: May 27, 2016

WINTER 2017 Application deadline: October 28, 2016

SPRING 2017 Application deadline: February 3, 2017

Applications received after the deadline will be considered on a space-available basis. The late application fee is \$200.

Gender M F Preferred salutation: Mr. Mrs. Ms. Miss Dr. Other _____

Legal Name (last, first, middle) _____

Please list other names that may appear on your education records _____

Home phone _____ Cell phone _____

Email _____

Date of birth _____ Social Security no. _____

Home address _____

City, State, Zip _____

Name of employer _____

Your position or title _____

Business phone _____ Fax _____

Business address _____

City, State, Zip _____

DEMOGRAPHICS

Place of birth (city, state, country) _____

U.S. citizen U.S. permanent resident visa (Alien registration # _____)

Dual U.S. citizen Other citizenship (Visa type _____)

List any non-U.S. countries of citizenship _____

Because the MLS program is part time only, international applicants requiring a student visa (F-1 or J-1) cannot enroll.

If your first language is not English and your undergraduate degree is not from a U.S. or English-speaking country, you must submit a Test of English as a Foreign Language (TOEFL) score. Students whose native language is not English may also use the International English Language Testing System (IELTS). Applicants whose native language is not English must take the TOEFL test and should score at least 90 on the iBT (Internet-based) TOEFL, at least 600 on the paper-based TOEFL or score 250 on the computer-based TOEFL. For students who choose to take the IELTS in lieu of TOEFL, the minimum score is 7. The TOEFL and the IELTS may be waived for an international student who received a degree from a university in which English is the official language of communication.

OPTIONAL *The items within this box are optional. No information you provide will be used in a discriminatory manner.*

Marital status: _____ U.S. Armed Services veteran? Yes No

1. Are you Hispanic/Latino? Yes, Hispanic or Latino (including Spain) No

Please describe your background _____

2. Regardless of your answer to the prior question, please select one or more of the following ethnicities that best describe you:

American Indian or Alaska Native (including all Original Peoples of the Americas)

Are you Enrolled? Yes No If yes, please enter Tribal Enrollment Number _____

Please describe your background _____

Asian (including Indian subcontinent and Philippines) Please describe your background _____

Black or African American (including Africa and Caribbean) Please describe your background _____

Native Hawaiian or Other Pacific Islander (Original Peoples) Please describe your background _____

White (including Middle Eastern) Please describe your background _____

EDUCATION

List in chronological order all colleges and universities attended, including degrees you have attained, professional schools, summer schools and English language centers. If you have attended more than one college or have transferred from one graduate school to another, insert a statement giving the reasons for your transfer. If you have ever been dismissed from any school, denied readmission, placed on academic or disciplinary probation or suspension, or given failing grades, use an additional sheet to name the school and explain the circumstances.

Name and location of institution	Major field	Dates attended (from/to)	Degree and date awarded
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Academic honors, fellowships, publications or distinctions you have earned:

EMPLOYMENT

Please list any work experience in the past five years and any other relevant experience.

Employer	Position	Type of Work	Dates
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_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

Have you ever been arrested? Yes No If yes, please explain the circumstances on a separate sheet.

PERSONAL STATEMENT

This portion of your application is extremely important, and we urge you to take care in the preparation of it. The persons reviewing your application will be assisted in their decisions by a brief and well-written statement from you (no more than two pages in length, typed in 12-point font, double-spaced, one-inch margins) which should include the following:

- various influences that have been important in your intellectual development
- your academic and professional objectives in applying to the MLS program

WRITING SAMPLES

In addition to the personal statement, you are asked to submit three writing samples that demonstrate your ability to think and write critically. **Please see separate Writing Samples Form, which lists the assignments from which you may choose.** Each of the three writing samples must be two to five pages in length, typed in 12-point font, double spaced, with one-inch margins. The writing samples should:

- demonstrate a coherent and concise argument through well-organized paragraphs
- provide support for your assertions
- lead to a logical and meaningful conclusion
- when applicable, properly credit all ideas and quotes taken from other sources

Writing samples will be read by the admissions committee and appropriate faculty as necessary. They will not be returned to you.

I certify that the information given by me on this application (including all supplementary pages) is complete and accurate to the best of my knowledge. I acknowledge that failure to give complete and correct information can result in loss of credit or dismissal. I also recognize the right of the University to exclude at any time a student whose conduct or academic standing renders undesirable his or her presence in the institution.

SIGNATURE

DATE

Unsigned applications will not be considered.

Rice University is committed to equal opportunity in education and employment. It is the policy of Rice University to attract individuals of diverse backgrounds to its faculty, staff and student body. Accordingly, Rice does not discriminate against any individual on the basis of race, color, religion, sex, sexual orientation, national or ethnic origin, age, disability or veteran status in its admissions, its educational programs or employment of faculty or staff. In employment, the university seeks to recruit, hire and advance women, members of minority groups, individuals with disabilities, Vietnam-era veterans and special disabled veterans.

LETTERS OF RECOMMENDATION

The MLS Program requires that each applicant have two letters of recommendation **mailed directly from the recommenders to the MLS Program office.** If you have completed undergraduate or other graduate work in the past five years, your recommendations should come from academic advisers or former teachers. For those who have not recently attended an academic institution, we prefer letters of recommendation from someone who knows your work professionally or understands why an MLS degree would be important to your intellectual development. Recommenders should not be relatives. Please complete and sign the top portion of the Letters of Recommendation Form included in this application and forward to your recommenders. The MLS Program office will acknowledge receipt of each letter received from recommenders, both to you and to the recommender.

Please list the names of those from whom you are requesting a recommendation:

First recommender _____ Relationship to you _____

Second recommender _____ Relationship to you _____

Please take a moment to tell us how you first learned of Rice University's Master of Liberal Studies program:

Glasscock School of Continuing Studies catalog

Glasscock School of Continuing Studies website

Glasscock School of Continuing Studies email

Glasscock School of Continuing Studies advertising:

Online

Print

Glasscock School of Continuing Studies commercial:

Movie theater

TV

Online

Radio

Billboard

Online web search

Referral

Other (please specify): _____

APPLICATION GUIDELINES

When you are ready to submit your application, gather all supporting materials together. All required items (**except** letters of recommendation, college transcripts and official TOEFL scores for international students) should be submitted together in the same envelope. Letters of recommendation, official transcripts for all college work and official TOEFL scores for international students must be mailed directly from those individuals or institutions.

Official transcripts must arrive in the original sealed envelope issued by the institution. The Rice University Master of Liberal Studies Program accepts electronic transcripts from U.S. institutions via secure electronic transcript providers. Consult with your institution to see if they are part of a secure e-delivery network. All electronic transcripts should be sent to mls@rice.edu. Please note transcripts are not accepted by fax or personal email.

Mail the application and supporting documents in an envelope that is large enough to accommodate all documents without folding. Do not fold your documents in a way that makes them difficult to handle. The Rice MLS program does not accept responsibility for lost mail and postal or courier delays. The office will send emails to applicants when applications are complete and ready for review.

Be sure that your full name, as given on the application form, appears on all documents submitted on your behalf, including the application fee check. Please call our attention to variations in your name that might appear on materials submitted.

Submit all documents on plain white paper, unstapled and unbound. Written pieces should be typed and double-spaced in a 12-point typeface, with one inch margins. Full name, title of work and page numbers (e.g., "Mary Smith, Personal Statement, page 1 of 4") must appear on the upper right corner of all typed pages. Written pieces should not be edited by anyone other than the applicant prior to submission.

Do not submit an overabundance of materials or any unnecessary documents, such as secondary school records, more than two letters of recommendation or GRE scores.

All supporting materials and correspondence concerning your application should be mailed to:

Rice University, Glasscock School of Continuing Studies
Master of Liberal Studies
P.O. Box 1892 - MS 550
Houston, TX 77251-1892

If you are sending your documents by **courier**, please direct the courier service to:

Rice University, Glasscock School of Continuing Studies
Master of Liberal Studies
Anderson-Clarke Center, Third Floor
Houston, TX 77005

The initial processing begins once we have received the complete set of application materials and the application fee. *You must assume responsibility for making your application complete by the appropriate deadline.* You will receive a status message via email.

Interviews as appropriate may be scheduled after the initial screening of applications.

The MLS admissions committee normally meets three times a year to make admissions decisions. Decisions are usually made in July for fall admissions, November for winter admissions and March for spring admissions. Candidates will be notified of their status as soon as possible after those dates.

If you are offered admission, the letter of admission will include an acceptance form. The process of admission is not complete until you have returned the acceptance form to the MLS office. The deadline for returning the form, usually within 15 days from the date of the acceptance letter, will be noted in the admission letter. Satisfactory progress is required to remain in the program. Payment of tuition is not a guarantee of a degree.



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Letter of Recommendation

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Houston, TX 77251-1892
713-348-4767

TO BE COMPLETED BY THE APPLICANT

Name (last, first, middle) _____

Address _____

City, State, ZIP _____

Email _____

Check one: I ☐ **waive** ☐ **do not waive** my right of access to this recommendation under the Family Educational Rights and Privacy Act of 1974, which provides the right of access to records only to those students who are admitted and who matriculate into the program. I understand that this recommendation will be used by the Master of Liberal Studies Program office solely in its procedures relating to admission.

SIGNATURE OF APPLICANT _____

DATE _____

TO BE COMPLETED BY THE RECOMMENDER

The person named above is applying for admission to an interdisciplinary graduate program for adults seeking academic challenge and intellectual development. The Admissions Committee is interested in the applicant's qualifications to do analytical work, serious research and critical writing at the graduate level. Please tell us if the applicant can think critically, speak and write well and work independently. Is he or she creative, motivated and disciplined? We appreciate your candid evaluation of the candidate's strengths and weaknesses in these areas as well as any other information you consider relevant. **Please attach your letter on personal or organizational stationery.**

Name of recommender _____

Employer _____ Position _____

Address _____

City, State, ZIP _____

Business phone _____ Email _____

Relationship to applicant _____

SIGNATURE _____

DATE _____

RECOMMENDER: Please mail this form and your letter written on personal or organizational stationery to the program address above. The MLS Program office will acknowledge receipt of your recommendation.

**How would you
rank this person
among his/her peers?**

	Top 5%	Top 10%	Top 25%	Top 50%	Below 50%	Unobserved
Intellectual Curiosity						
Intellectual Ability						
Self-Discipline						
Maturity						
Creativity						
Ability to express self in speech						
Ability to express self in writing						
Ability to express self in work						



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**How would you
rank this person
among his/her peers?**

	Top 5%	Top 10%	Top 25%	Top 50%	Below 50%	Unobserved
Intellectual Curiosity						
Intellectual Ability						
Self-Discipline						
Maturity						
Creativity						
Ability to express self in speech						
Ability to express self in writing						
Ability to express self in work						



All applicants must submit **three** writing samples that demonstrate the ability to think and write clearly, analytically and critically. The writing samples should:

- demonstrate a coherent and concise argument through well-organized paragraphs;
- provide support for the assertions made;
- lead to a logical, meaningful and clearly stated conclusion;
- when applicable, properly credit all ideas and quotes taken from other sources.

INSTRUCTIONS

Choose one topic from the two options in each of the following three categories: **Humanities**, **Social Science** and **Natural Science**. Write on these three topics according to the instructions.

Submit the writing samples on plain white paper, unstapled and unbound. Each of the three writing samples must be two to five pages in length, 12-point font, double-spaced and with one-inch margins. Your full name, title of work and page number (e.g., "Mary Smith, Writing Sample 1, page 1 of 3") must appear in the upper right-hand corner of all typed pages. The writing samples must not be edited by anyone other than the applicant prior to submission. You may use resources such as texts, encyclopedias or the Internet but all sources should be fully credited. Writing samples will be read by the admissions committee and appropriate faculty as necessary. They will not be returned to you.

HUMANITIES *Address one of the following two topics:*

1. "It is a far, far better thing that I do, than I have ever done; it is a far, far better rest that I go to than I have ever known." Indicate the source of this quotation, describe the circumstances under which it arises, the character of the speaker and explain why it fits the story line. Imagine and describe an alternative ending for the scene the quote comes from and justify your ending in the context of the rest of the book.
2. Niccolo Machiavelli in his famous work "The Qualities of the Prince" is known for his cynical advice on Princely leadership. Describe Machiavelli's recommendations to the Prince. Next, imagine that you have been elected President of the United States. You find yourself in a harsh, adversarial political relationship struggling for the success of your political agenda. Describe the pros and cons of adopting the Machiavellian philosophy?

SOCIAL SCIENCE *Address one of the following two topics:*

1. The US recently brokered a treaty with Iran whereby Iran agrees to suspend its nuclear bomb development in exchange for the lifting of economic sanctions. Opponents of the treaty argue that Iran's history indicates that it cannot be trusted to obey the requirements of the treaty. Describe briefly the details of the treaty. Indicate whether you would support the attempt to negotiate such a treaty or not and why.
2. The US is recovering from major economic downturn that began in 2008 with the threatened failure of major financial companies. Millions of mortgage holders lost their homes and financial security. The recovery was fostered by a 700 billion dollar "bailout" of companies considered "too big to fail." What is the alleged cause of the downturn? Describe in detail what has been done to prevent such a catastrophe from happening again?

NATURAL SCIENCE *Address one of the following two topics:*

1. Aristotle believed that objects fall at a rate proportional to their mass. In other words, a steel ball falls faster than a wooden ball or a feather. Galileo refuted this and showed that objects accelerate as they fall and the rate of acceleration is the same for all objects. Explain in detail how Galileo demonstrated this and explain why what he did was such an important step forward for science.
2. DNA is said to contain the genetic information for life. A lovely orange and black monarch butterfly and the green caterpillar that emerges from the monarch's chrysalis have identical DNA. What is DNA and how is it possible that such disparate forms of life can have the same DNA? Be as specific as possible about the process(es) involved.