

DEPARTMENT OF CRIMINAL JUSTICE  
WEST CHESTER UNIVERSITY

REQUEST FOR ADMISSION TO THE CRIMINAL JUSTICE MAJOR  
(INTRA-COLLEGE TRANSFER)

Please type or print clearly. Admission into the Criminal Justice Major is competitive, and a minimum grade point average of 2.3 is generally required. This application will be evaluated based on academic performance, writing proficiency, and other relevant data.

NAME \_\_\_\_\_  
Last First Middle

PERMANENT ADDRESS \_\_\_\_\_  
Street City State Zip

LOCAL ADDRESS \_\_\_\_\_  
Street City State Zip

PHONE \_\_\_\_\_  
Home Work Cell

EMAIL \_\_\_\_\_ WCU ID \_\_\_\_\_ S.S# \_\_\_\_\_

OTHER \_\_\_\_\_  
COLLEGES \_\_\_\_\_  
ATTENDED \_\_\_\_\_

CURRENT MAJOR \_\_\_\_\_ CURRENT GPA \_\_\_\_\_  
This Semester Overall

EMPLOYMENT (Include Armed Forces)

Employer	Position	Dates of entry and Leave
_____	_____	_____
_____	_____	_____
_____	_____	_____

MEMBERSHIPS IN ORGANIZATIONS, CLUBS, ATHLETICS, ETC.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

HONORS, AWARDS, DISTINCTIONS, ETC.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

ADJUDICATIONS, ARRESTS, CONVICTIONS (Include details of all juvenile and adult arrests, adjudications and convictions. Include all traffic violations excluding parking tickets. Include any explanations you want the Department to consider in your essay. If you have no arrests, adjudications or convictions, write "none".)

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## ACADEMIC REQUIREMENTS

In addition to other academic requirements, all CRJ majors and minors must abide by the course prerequisites. Students must earn a C or better in CRJ110 and CRJ210 before being eligible to take CRJ300 and CRJ387. Students must earn a C or better in CRJ300 and CRJ387 before being eligible to take CRJ400 and CRJ490. Grades of C minus (or below) or NG will not suffice. No exception will be granted. Failure to earn the minimum grade will mean that the student will have to retake the course consistent with the University Repeat Policy as stated in the WCU undergraduate catalogue, and may result in delay of the student's graduation. In addition, all students must earn a grade of C or better in all CRJ electives.

## THE DEPARTMENT OF CRIMINAL JUSTICE CODE OF CONDUCT

The Department of Criminal Justice requires all students to possess the highest, most impeccable standards of honesty and integrity. Criminal justice professionals, in particular, must provide exemplary role models in society. Students are expected to behave at all times in a manner which reflects the highest standards of ethical behavior, and which enhances the Department and the discipline.

## CRITERIA FOR EVALUATION

Department faculty will review and evaluate each application using the following criteria: grade point average at West Chester University; grade point average at other schools, college and universities; rigor of courses taken; writing skills; suitability to the major (employment history, honors and awards, record of disciplinary action, criminal record, behavior in class, commitment to academic excellence, etc.); commitment to the Department Code of Conduct; and other factors deemed relevant to the applicant's suitability to the discipline.

## ESSAY

Please attach an essay explaining your reasons for requesting this major, and your ultimate goals and aspirations. Indicate in this essay why you believe you will be an asset to the Department of Criminal Justice. Excellent writing skills are important for all Criminal Justice professionals. Accordingly, this section will be assessed for writing proficiency as well as substance. This essay should be a minimum of three paragraphs and at least 250 words. It must be typed in essay format, and must be very well written.

## ADDITIONAL MATERIALS

Please attach copies (it may be unofficial copies) of transcripts from other schools attended. Attach any additional materials you would like the department to consider.

## ATTESTATION:

I certify that the information provided in this application and attached essay is true and correct, that the essay is my own original and solitary effort, and that I will adhere to the academic requirements of the Department and to the Department of Criminal Justice Code of Conduct.

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Signature

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Date

(minor application Rev. 8/06)