



UNIVERSITY of  
SAN FRANCISCO

University of San Francisco

Application for Graduate Admission

master of arts in **sport**  
**management**  
College of Arts and Sciences



Rocky Harris  
Senior Vice President, Houston Dynamo



Clara Ho,  
Coordinator of Player Personnel, SF Giants



Marc Philobos  
Manager, PSL Operations, New York Jets



Cassie Zebisch,  
Senior Communications Coordinator, AEG



Deshá Runnels,  
Assistant Athletic Director, USC



Wei-ping Chang  
Account Manager, ZOU Marketing - strategic sports  
branding, Shanghai, China



# Application for Graduate Admission

## Master of Arts in Sport Management

### Who May Apply

Applicants must hold a Bachelor's degree in any major. An overall GPA of 2.75 or higher is required.

### Application Dates

#### San Francisco Main Campus

**February 1:** Deadline to be considered for July admission. All application documents must be received by or before this date in the Office of Graduate Programs.

**September 1:** Deadline to be considered for January admission. All application documents must be received by or before this date in the Office of Graduate Programs.

#### Los Angeles Area Campus

**February 1:** Deadline to be considered for July admission. All application documents must be received by or before this date in the Office of Graduate Programs.

Applicants are encouraged to submit all application documents to USF several weeks before a deadline.

### GRE or GMAT

The GRE or GMAT are optional and not required for admission. An applicant may submit one of these test scores if they believe it might strengthen their application. The USF school code for the GRE and TOEFL is **6996** or **4850**. The code for the GMAT is **91M-7L-93** and then select "M.S. in Financial Analysis."

### Application Items

#### FIRST STEP: Application Form and Fee

Submit the form and application fee (\$55; payable to the University of San Francisco) online at [www.usfca.edu/grad/applyonline](http://www.usfca.edu/grad/applyonline) or by mail. Submit this form **first** in the application process.

Send all application items to the Office of Graduate Programs. Do not send items to the Sport Management program office.

Please ensure that the full name on your application form and each application item are identical. If your names differ in any way, include a note with your application items so that the Office of Graduate Programs can match your items to your application file. Also, include the name of your graduate program on each application item and your birthdate.

#### Transcripts

Submit one official transcript (academic record) from each university, college (university-level), or community college that you have attended. International students also need to submit a copy of the transcript and diploma (document that indicates that a Bachelor's Degree has been completed) in the original language and in English translation.

#### Résumé

A résumé of your work experience. Include any sports leadership experience and outside interests you would like considered.

#### Statement of Goals

A 3- to 5-page document that describes your personal, academic, and professional reasons for pursuing a Master's degree, and for choosing USF's program. The statement should relate your workplace experiences and sports background to your goals.

#### Letters of Recommendation

Submit two letters of recommendation (academic or professional required; e.g., professor and/or work supervisor)

**Please note:** If you are currently completing your Bachelor's degree, or received your degree within the last 12 months, you are required to submit at least one of your two letters of recommendation from a professor.

### International Students

*(Not a Citizen or Permanent Resident of the U.S.)*

Visit [www.usfca.edu/asinternational](http://www.usfca.edu/asinternational) for important information for international applicants, including test score policies. Nonimmigrant students must include a **non-U.S. mailing address**. In addition to the application items listed above, international students need to submit the following:

#### English Language Exams

Submit official TOEFL, IELTS or PTE exam scores. A minimum TOEFL of 79 (iBT), 550 (PBT), or minimum IELTS score of 6.5 is required. Subsection scores on TOEFL exams must be 17 or higher for any section – listening, reading, speaking and writing. Do not submit an application if you did not achieve these minimums. Students with TOEFL scores below 100 or IELTS below 7.0 must take an ESL course at USF in the first semester of graduate studies. The USF school code for TOEFL is **6996** or **4850**.

#### Certification of Finances

*(Required in Application—Please Read Carefully)*

International applicants who seek an F-1 student visa must verify that they (or sponsors) can fund their tuition living expenses during studies in the U.S. The Certification of Finances must be submitted along with bank statements to the Office of Graduate Programs. Funds required are indicated on the Certification form.

**Note:** If you do not submit a completed Certification of Finances form, then your application will not be considered for admission.

#### Passport Photo Page

You can scan and upload a copy of your passport photo and personal information page as you apply online, or mail a copy with your other application items.

### Financial Assistance

U.S. citizens and permanent residents are eligible to apply for low-interest loans offered by the U.S. federal student loan program. For information visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or USF's OneStop Office at (415) 422-2020 or [onestop@usfca.edu](mailto:onestop@usfca.edu). The USF school code for FAFSA is **001325**. Submit your FAFSA as early as possible, even before your admission decision is made.

### Sport Management Scholarships

A number of scholarships are offered by the Sport Management Program. These scholarships do not require a separate application — all students admitted to the Sport Management Program are considered for these scholarships during the admission decision process. Scholarship awards will be indicated in a student's admission letter. These merit-based scholarships are competitive, may vary in amount and cover part of the tuition costs.

### Submit All Application Items to:

University of San Francisco  
College of Arts and Sciences  
Office of Graduate Programs  
2130 Fulton Street, HR 240  
San Francisco, CA 94117

Once your application form is processed by the Office of Graduate Programs, a USF ID number and password will be emailed to you so that you may check your application status online. You can also contact the Office of Graduate Programs at 415.422.5101.

Some application documents (statement of purpose, resume, passport photo page, letters of recommendation, GRE test score report) can be scanned/emailed as a PDF (jpgs are not accepted) to [asapplication@usfca.edu](mailto:asapplication@usfca.edu). In your email subject heading, please include the type of document you are sending, such as "Résumé" or "Statement of Purpose" and include your full application name and graduate program in your email.

Scans of bank statements, Certification of Finance, transcripts or English language test scores are not accepted by email. These original documents must be mailed.



# University of San Francisco Application for Graduate Admission

Please submit this form as early as possible in your application process.

**FIRST STEP:** Your full name should be identical on all of your application items, along with the name of your graduate program and birthdate. International applicants should give their name as listed on their passport. If your name is not identical on all items, please notify the Office of Graduate Programs in the College of Arts and Sciences at [asgraduate@usfca.edu](mailto:asgraduate@usfca.edu) or 415.422.5101 to describe any other version of your name and on which application item(s) it appears.

## Program Information

**OPTIONAL** U.S. SOCIAL SECURITY NO. (FOR U.S. CITIZENS AND PERMANENT RESIDENTS): \_\_\_\_\_

Please refer to the Graduate Programs and Codes sheet located on the back cover to indicate to which program you are applying.

DEGREE: \_\_\_\_\_ PROGRAM: \_\_\_\_\_

PROGRAM CODE: \_\_\_\_\_ EMPHASIS (IF APPLICABLE): \_\_\_\_\_

TERM AND YEAR: \_\_\_\_\_ CAMPUS LOCATION: \_\_\_\_\_

Are you applying for a Joint Degree program? If so, indicate your program here \_\_\_\_\_

Are you currently enrolled in a USF graduate program? If so, indicate your program here \_\_\_\_\_

## Personal Information

**Legal Name** \_\_\_\_\_  
LAST/FAMILY NAME FIRST/GIVEN NAME MIDDLE/ADDITIONAL NAME

OTHER NAMES YOU MAY USE WHICH APPEAR ON SUPPORTING DOCUMENTS \_\_\_\_\_

DATE OF BIRTH: \_\_\_\_\_ GENDER:  MALE  FEMALE

### Present Mailing Address

**Effective Until:** \_\_\_\_\_  
STREET ADDRESS

( MONTH, DAY, YEAR ) CITY STATE ZIP OR POSTAL CODE

COUNTRY

HOME PHONE: \_\_\_\_\_ WORK PHONE: \_\_\_\_\_

CELL PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

### Permanent Mailing Address (if different from above)

STREET ADDRESS

CITY STATE ZIP OR POSTAL CODE

COUNTRY

PHONE: \_\_\_\_\_ EMAIL: \_\_\_\_\_

## Names of Recommenders

\_\_\_\_\_  
LAST/FAMILY NAME FIRST/GIVEN NAME LAST/FAMILY NAME FIRST/GIVEN NAME

## Optional Statistical Information

### Religious affiliation (optional):

- BUDDHIST  
 HINDU  
 JEWISH  
 MUSLIM  
 PROTESTANT  
 ROMAN CATHOLIC  
 NO RELIGION  
 OTHER (PLEASE SPECIFY)
- 

### Ethnic background (Optional):

*Please indicate whether you consider yourself to be Hispanic/Latino:*

- NOT HISPANIC or LATINO  
 HISPANIC or LATINO  
 CUBAN  
 MEXICAN  
 PUERTO RICAN  
 SOUTH AMERICAN  
 CENTRAL AMERICAN  
 OTHER SPANISH ORIGIN:  


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 PREFER NOT TO DISCLOSE

### Racial background (Optional):

*Select one or more of the following categories to describe yourself:*

- NATIVE AMERICAN or ALASKA NATIVE  
 ASIAN  
 CHINESE  
 FILIPINO  
 JAPANESE  
 KOREAN  
 SOUTHEAST ASIAN  
 INDIAN  
 PAKISTANI  
 OTHER ASIAN ORIGIN  
 BLACK or AFRICAN AMERICAN  
 NATIVE HAWAIIAN or OTHER PACIFIC ISLANDER  
 WHITE  
 WESTERN EUROPEAN  
 EASTERN EUROPEAN  
 MIDDLE EASTERN  
 NORTH AFRICAN  
 PREFER NOT TO DISCLOSE

## Citizenship or Residency Status

- U.S. CITIZEN   
  U.S. PERMANENT RESIDENT   
  REFUGEE IN U.S.   
  ASYLEE IN U.S.   
  NOT A U.S. CITIZEN OR PERMANENT RESIDENT

## International Students — Required Information

STATE/COUNTRY OF BIRTH: \_\_\_\_\_ COUNTRY OF CITIZENSHIP: \_\_\_\_\_

DO YOU PLAN ON MAINTAINING A VISA STATUS OTHER THAN F-1 STUDENT VISA?  NO  YES IF YES, WHAT VISA STATUS WILL YOU HOLD? \_\_\_\_\_

DO YOU PLAN ON BRINGING A SPOUSE AND/OR CHILD TO THE U.S. WITH YOU DURING YOUR STUDIES?  NO  YES

ARE YOU CURRENTLY ATTENDING A U.S. INSTITUTION OR COMPLETING OPTIONAL PRACTICAL TRAINING (OPT) ON AN F-1 VISA?  NO  YES

## Academic Background

*List chronologically all universities and colleges (university-level institutions) previously attended. List most recent first:*

CEEB CODE Admission use only	INSTITUTION NAME	LOCATION	DATES OF ATTENDANCE	DEGREE RECEIVED
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

## Signature

*I certify that the statements in this application are true and complete to the best of my knowledge.*

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

## Return completed application and all application items to:

**University of San Francisco**  
**College of Arts and Sciences**  
**Office of Graduate Programs**  
**2130 Fulton Street, HR 240**  
**San Francisco, CA 94117**

The Taxpayer Relief Act of 1997 was enacted to provide credit against tax liability for amounts spent on qualified tuition expenses by the student and his/her family. Only those tuition expenses not covered by financial aid or by tuition or other benefits are eligible for the credit. We anticipate that the University will be asked to provide confirming information to the Internal Revenue Service on behalf of its students and/or their parents. If you or your parent(s) anticipate claiming Tuition Tax credits, please provide the following information about the person who will claim the credit.

Taxpayer name: \_\_\_\_\_

Taxpayer ID#: \_\_\_\_\_

Taxpayer address: \_\_\_\_\_

The taxpayer is (check one):  the student  student's parents  other



# University of San Francisco Recommendation for Graduate Admission

## To the Applicant

Please fill out the following section and provide it to someone most able to evaluate your academic or professional ability. It is important that your reference include this form with their recommendation letter. If that is not possible, your recommender needs to include your full name (as it appears on your application form), birthdate and graduate program on their recommendation letter.

### Legal Name

\_\_\_\_\_  
LAST/FAMILY NAME

\_\_\_\_\_  
FIRST/GIVEN NAME

\_\_\_\_\_  
MIDDLE/ADDITIONAL NAME

### Date of Birth

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MONTH

DATE

YEAR

### Present Mailing Address

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP OR FOREIGN MAILING CODE

\_\_\_\_\_  
COUNTRY

### Graduate Program

\_\_\_\_\_  
(FOR EXAMPLE: ASIA PACIFIC STUDIES)

## Right of Access

I have requested that this form be used in the admission and counseling process of the University of San Francisco. I understand that the Family Education Rights and Privacy Act of 1974 allows me the option to choose whether I will, or will not, have the right to read this letter of recommendation. Accordingly, I choose the following option by checking the appropriate box:

- I waive access to this letter of recommendation

I understand that it will remain confidential and that I will not have access to read it.

- I do not waive access to this letter of recommendation

I retain my right to have access to read it during the admission process at the University of San Francisco

\_\_\_\_\_  
SIGNATURE OF APPLICANT

\_\_\_\_\_  
DATE

## To the Recommender

The student whose name appears above is a candidate for admission to the University of San Francisco. We would value your candid appraisal of this applicant. Please complete the remainder of this form as soon as possible and return to the following address:

**University of San Francisco  
College of Arts and Sciences  
Office of Graduate Programs  
2130 Fulton Street, HR 240  
San Francisco, CA 94117**

## Letter of Recommendation

Please write a statement concerning the applicant's level of motivation, intellectual ability, creativity, communication skills and readiness for graduate studies. You may include a separate sheet for your evaluation, but please complete this form and include it with your evaluation.

How long have you known the applicant? \_\_\_\_\_

What is your relationship to the applicant? \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF RECOMMENDER

\_\_\_\_\_  
DATE

### Recommender Name

\_\_\_\_\_  
LAST/FAMILY NAME

\_\_\_\_\_  
FIRST/GIVEN NAME

\_\_\_\_\_  
MIDDLE/ADDITIONAL NAME

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

### Institution/Organization

\_\_\_\_\_  
INSTITUTION/ORGANIZATION NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP OR POSTAL CODE



# University of San Francisco Recommendation for Graduate Admission

## To the Applicant

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### Legal Name

\_\_\_\_\_  
LAST/FAMILY NAME FIRST/GIVEN NAME MIDDLE/ADDITIONAL NAME

### Date of Birth

\_\_\_\_ / \_\_\_\_ / \_\_\_\_  
MONTH DATE YEAR

### Present Mailing Address

\_\_\_\_\_  
STREET ADDRESS  
\_\_\_\_\_  
CITY STATE ZIP OR FOREIGN MAILING CODE  
\_\_\_\_\_  
COUNTRY

### Graduate Program

\_\_\_\_\_  
(FOR EXAMPLE: ASIA PACIFIC STUDIES)

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I retain my right to have access to read it during the admission process at the University of San Francisco

\_\_\_\_\_  
SIGNATURE OF APPLICANT DATE

## To the Recommender

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How long have you known the applicant? \_\_\_\_\_

What is your relationship to the applicant? \_\_\_\_\_

\_\_\_\_\_  
SIGNATURE OF RECOMMENDER

\_\_\_\_\_  
DATE

### Recommender Name

\_\_\_\_\_  
LAST/FAMILY NAME

\_\_\_\_\_  
FIRST/GIVEN NAME

\_\_\_\_\_  
MIDDLE/ADDITIONAL NAME

\_\_\_\_\_  
POSITION

\_\_\_\_\_  
TELEPHONE NUMBER

\_\_\_\_\_  
EMAIL ADDRESS

### Institution/Organization

\_\_\_\_\_  
INSTITUTION/ORGANIZATION NAME

\_\_\_\_\_  
STREET ADDRESS

\_\_\_\_\_  
CITY

\_\_\_\_\_  
STATE

\_\_\_\_\_  
ZIP OR POSTAL CODE



# Supplemental Application for Graduate Admission Master of Arts in Sport Management

Please select your campus for your admission term:

<p><b>San Francisco Main Campus</b></p> <p><input type="checkbox"/> July</p> <p><input type="checkbox"/> January</p>	<p><b>Los Angeles Area Campus</b></p> <p><input type="checkbox"/> July</p>	<p><b>If my first choice of campus is not available, please consider me for the other campus program (July only).</b></p> <p><input type="checkbox"/> No   <input type="checkbox"/> Yes</p>
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## Sports and Fitness Background

Please list any sports/fitness related jobs, internships, community activities, and inter/intra-collegiate activities:

ORGANIZATION	LOCATION	DATES
DESCRIPTION OF EXPERIENCE		
ORGANIZATION	LOCATION	DATES
DESCRIPTION OF EXPERIENCE		
ORGANIZATION	LOCATION	DATES
DESCRIPTION OF EXPERIENCE		
ORGANIZATION	LOCATION	DATES
DESCRIPTION OF EXPERIENCE		
ORGANIZATION	LOCATION	DATES
DESCRIPTION OF EXPERIENCE		

## Table of Programs and Codes

### College of Arts & Sciences

DEGREE	PROGRAM	CODE	EMPHASES OFFERED	TERMS	LOCATION	JOINT DEGREE OFFERINGS
MA	<b>Asia Pacific Studies</b>	<b>APS</b>		fall or spring	SF	MAPS/MBA
MS	<b>Biology</b>	<b>BIOL</b>	Behavioral Biology Cancer Biology Conservation Genetics Electron Microscopy Immunology Marine Biology (non-Mammals) Microbiology Molecular Biology Parasitology Photobiology Physiology (Ecological) Virology	fall or spring	SF	
PSM	<b>Biotechnology</b>	<b>BTEC</b>		fall or spring	SF	
MS	<b>Chemistry</b>	<b>CHEM</b>	Analytical Biochemistry Inorganic Organic Physical	fall or spring	SF	
MS	<b>Computer Science</b>	<b>CS</b> <b>CS</b> <b>CSBR</b>	Entrepreneurship (CSE) Bridge Program	fall or spring fall or spring fall or spring	SF SF SF	
MA	<b>Economics</b>	<b>ECON</b>		fall	SF	
MS	<b>Environmental Management</b>	<b>MSEM</b>		fall	SF	MSEM/MBA
MA	<b>International and Development Economics</b>	<b>IDEC</b>		fall	SF	
MA	<b>International Studies</b>	<b>MAIS</b>		fall	SF	
MOPA	<b>Public Affairs</b>	<b>PA</b>		fall	SF	
MA	<b>Sport Management</b>	<b>SM</b>		spring or summer summer	SF LA	
<i>Note: If you select both campuses, the Admissions Committee will choose, on a space-available basis, which campus you will attend.</i>						
MS	<b>Web Science</b>	<b>MSWS</b>		fall or spring	SF	
MFA	<b>Writing</b>	<b>WRIT</b>		summer	SF	

Return completed application and all application items to:

**University of San Francisco**  
**College of Arts and Sciences**  
**Office of Graduate Programs**  
**2130 Fulton Street, HR 240**  
**San Francisco, CA 94117**

For questions regarding the status of your application,  
 please contact the Office of Graduate Programs  
 in the College of Arts and Sciences at:

**(415) 422-5101 (phone)**  
**(415) 422-5134 (fax)**



Educating minds and hearts to change the world

[www.usfca.edu/asgrad](http://www.usfca.edu/asgrad)

**Equal Opportunity and Non-Discrimination Policy:** The University is an equal opportunity institution of higher education. As a matter of policy, the University does not discriminate in employment, educational services and academic programs on the basis of an individual's race, color, religion, religious creed, ancestry, national origin, age (except minors), sex, gender identity, sexual orientation, marital status, medical condition (cancer-related and genetic related) and disability, and on other bases prohibited by law. The University reasonably accommodates qualified individuals with disabilities under the law.