

# WOODBURY UNIVERSITY

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## BACHELOR OF ORGANIZATIONAL LEADERSHIP

### ELIGIBILITY:

In partnership with the Los Angeles County Sheriff's Department and the cities of Burbank, Beverly Hills, and Glendale, Woodbury University offers a Bachelor of Arts degree in Organizational Leadership (BOL). Employees must be Professional Staff, Sworn Personnel, or Reserve Personnel or spouse. Minimum of 75 semester units and/or an Associate's Degree from an accredited institution, including additional course-work that may be completed after admission

### GE REQUIREMENTS:

All applicants must have completed the following General Education courses prior to starting the program:

- AW 111 Academic Writing I (3 units)
- CO 120 Public Speaking (3 units)
- MA \_\_ Mathematics (Finite Math) (3 units)
- Art History (3 units)
- Humanities (3 units)
- Art History or humanities (3 units)
- Social Science (3 units)
- Social Science (3 units)
- Social Science (3 units)
- SC 2\_\_ Biological Science with Lab (4 units)
- SC 2\_\_ Physical Science (3 units)
- General Education Elective (3 units)
- UNRESTRICTED ELECTIVES (33)

### APPLICATION REQUIREMENTS:

#### APPLICATION FORM

All applicants are required to submit a completed application form together with their supporting documents.

#### APPLICATION FEE

A \$50 [USD] fee must accompany the application form. For International Students the application fee is \$75. Payment of this fee may be made with a check or money order payable to Woodbury University or via phone with a major credit card.

#### ACADEMIC TRANSCRIPTS

Official transcripts from all colleges/universities attended are required, regardless of credit received or courses completed. These items must be submitted sealed [unopened] to the office of admissions or mailed directly from the school.

Official High School Transcripts required if students do not hold an AA or AS Degree.

Mail to Office of Admission, 7500 Glenoaks Boulevard, Burbank, CA 91510

#### LETTERS OF RECOMMENDATION

A letter of recommendation form or written letter may be submitted attesting to the applicant's academic achievements or professional experience, written by academic or professional personnel, counselors, supervisors, or teachers, are required for applicants.

#### RESUME

All applicants are required to submit a detailed professional resume with current professional experience.

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## BACHELOR OF ORGANIZATIONAL LEADERSHIP APPLICATION

I wish to be considered for: TERM  Fall  Spring  Summer  20\_\_\_\_  
CAMPUS  Beverly Hills  Burbank  Glendale  Other \_\_\_\_\_

Name: \_\_\_\_\_  Female  Male  
Last First Middle Initial

Name on transcripts, if different from above \_\_\_\_\_

Preferred Name \_\_\_\_\_ Social Security # \_\_\_\_\_

Maiden or previous name \_\_\_\_\_ Date of Birth \_\_\_\_\_  
MM/DD/YY

Permanent Address \_\_\_\_\_  
Street City State Zip Code Country

Home Phone \_\_\_\_\_ Work Phone \_\_\_\_\_

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

Country of Citizenship \_\_\_\_\_ If not a U.S. citizen, are you a permanent resident?  Yes  No

Do you currently have a U.S. Visa?  Yes  No If yes, what type? \_\_\_\_\_

How long have you resided in the U.S.? \_\_\_\_\_

### ETHNIC BACKGROUND

Colleges and universities are asked by many, including the federal government, accrediting associations, college guides, newspapers, and our own college/university communities to describe the racial/ethnic backgrounds of our students and employees. In order to respond to these requests, we ask you to answer the following two questions:

1. Do you consider yourself to be Hispanic/Latino?  Yes  No
2. In addition, select one or more of the following racial categories to describe yourself:  
 American Indian or Alaska Native  Asian  Black or African American  
 Native Hawaiian or Pacific Islander  White

Do you intend to apply for financial aid?  Yes  No

Does your company have a tuition reimbursement policy?  Yes  No If yes, what %? \_\_\_\_\_

How did you learn about Woodbury University? \_\_\_\_\_

Have you ever enrolled in another program at Woodbury University?  Yes  No  
If yes  DLI  LAFD  Not DLI or LAFD. Please specify major or degree. \_\_\_\_\_

**PREVIOUS EDUCATION**

**Please list:**

- High School(s), community colleges, junior colleges, colleges or universities you have attended for academic credit. An official transcript will be required from each school listed.
- If applicable, list branch of military service. A notarized copy of your DD214 form and other appropriate military records are necessary for the complete evaluation of military credit.
- All college tests taken (CLEP, DANTES, etc.). An official transcript will be required for test scores.

School name or military service	Location	Dates Attended	Approximate # of transfer credits	Degree earned Month/Year
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

I hereby certify that to the best of my knowledge, the information furnished on this application is true and complete without evasion or misrepresentation. I understand that if found otherwise, it is sufficient cause for rejection or dismissal. I further authorize Woodbury University to make appropriate inquiries when necessary to certify the accuracy of records.

\_\_\_\_\_  
 Applicant's Signature Date

Woodbury University is accredited by the Senior Commission of the Western Association of Schools and Colleges, and is approved by the Post Secondary Commission, California Department of Education. Woodbury University does not discriminate on the basis of sex, race, color, physical handicap, national or ethnic origin in the administration of its policies. The School of Business and Management is accredited by the Association of Collegiate Business Schools and Programs.

**WOODBURY UNIVERSITY**

1.818.767.0888

check us out online @[woodbury.edu](http://woodbury.edu)

7500 Glenoaks Boulevard, Burbank, CA 91510-7846

# WOODBURY UNIVERSITY

## BACHELOR OF ORGANIZATIONAL LEADERSHIP RECOMMENDATION

I waive the right to review this recommendation  Yes  No

\_\_\_\_\_  
Signature of Applicant

Name of Applicant

Date

Please answer all questions as completely as possible. Please print or type.

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

In what capacity? \_\_\_\_\_

Please evaluate the applicant based upon other individuals you have known in a similar capacity:

	Exceptional (Top 5%)	Very Good (Top 10%)	Good/Average	Below Average	Unable to Judge
Intellectual ability/ Academic achievement					
Written and communication skills					
Leadership skills/potential					
Interpersonal skills					
Responsibility, dependability and consistency					
Creativity and motivation					
Capacity for self-awareness					
Ability to make sound judgements					
Ability to accept constructive feedback					
Flexibility					
Maturity					
Ethics					
Potential and motivation to complete graduate degree program					
Potential and motivation for career advancement					
OVERALL EVALUATION					

Please comment on the applicant's background or other information that you believe is important for Woodbury University to be aware of in evaluating his/her potential for success in an Intensive Graduate degree program. Please attach additional pages if necessary.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Name

Institution/Company

Position

Address

Telephone Number

Email

Signature of Reference

Date