

# ADMISSIONS PROCESS for Career Training Programs



**STEP 1 – Submit your Application for Admission, then proceed with the following steps:**

## STEP 2 – STUDENT LOANS

If you have indicated on your application that you intend to apply for financial aid, you will be contacted to schedule a loan application meeting.

## STEP 3 – INTERVIEW

Your interview will be scheduled upon receipt of the completed application and \$50 non-refundable application fee.

### PERSONAL STATEMENT

Choose one of the questions below to discuss in the interview. Of the remaining two, choose one to express as a brief written response (one page hand written or 1/2 page typed). The final question can be answered in a medium of your choice (eg. written, spoken, drawn, portfolio, etc.) Be prepared to present each one in the interview.

1. Relate a short personal history of the journey that has led you to apply to this program. Include any previous training or related experience, and any events, people or experiences that have led you to this particular path.
2. Discuss why you have chosen The Providence Institute to pursue your studies and what aspects of the program you are most drawn to and excited about. How do you believe this program will benefit you?
3. Describe your special area of interest in the healing arts and your vision of yourself as a practitioner in your chosen field.

**HEALTH STATEMENT** Submit, in writing, a health statement addressing the following questions:

- Have you been treated for any medical or physical condition, other than colds or minor injuries, in the last five years?
- Are you currently taking any prescription medication?
- Do you have any environmental sensitivities or allergies?
- Do you have any physical limitations and/or any special learning needs/challenges?
- Describe your current state of health and well being. Are you dealing with any health issues currently? What is your energy level like? How is your mental focus? How would you describe your emotional and physical readiness to begin this program?
- What are some things that you do to take care of yourself when you are ill, run-down, or low on energy? If you are currently dealing with any health issues, how do you take care of yourself? (e.g. Do you see practitioners, take medications, take other kinds of remedies?)

Additional questions will be posed in the interview to assess emotional, physical, financial, and academic readiness.

Acceptance into the program will be granted or denied following the interview. Applicants will be notified within one week of the interview.

**STEP 4 – DOCUMENTS** The following documents are required to secure your place in the program.:

**References:** The Providence Institute requires two letters of reference from individuals who have known the applicant for at least three years (non family members) which should include the following information: an assessment of the applicant's level of maturity, their ability to handle stress and follow through on commitments, whether the chosen course of study is suitable for the applicant, and any additional information that may be valuable. Have letters sent **directly** to Providence Institute at the address below or via email to [carolina@providenceinstitute.com](mailto:carolina@providenceinstitute.com).

### Transcripts:

Have you completed 12 or more units at a post high school institution?

If yes, have official college transcripts sent to us at the address below. If no, have official high school transcripts or proof of GED sent to us at the address below.

### Proof of Treatment:

If applying for the Massage programs, submit proof of a professional treatment from a Massage Therapist to the mailing or email address below:

# APPLICATION FOR ADMISSION



## PLEASE CHECK WHICH PROGRAM YOU ARE APPLYING FOR:

### MASSAGE THERAPY CERTIFICATION:

- MARCH    Massage Six Month Program
- SEPTEMBER    Massage Six Month Program
- SEPTEMBER    Massage Evening & Weekend Program

### YOGA TEACHER CERTIFICATION:

- JANUARY    Yoga Teacher Certification Program
- JULY    Yoga Teacher Certification Program

### ADVANCED YOGA TEACHER CERTIFICATION:

- FEBRUARY    Advanced Yoga Teacher Certification Program

### PERSONAL TRAINER CERTIFICATION:

- JANUARY    Personal Trainer Certification
- MAY    Personal Trainer Certification Intensive
- JULY    Personal Trainer Certification
- OCTOBER    Personal Trainer Certification Intensive

### PERSONAL INFORMATION: please print clearly

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First Name	Middle Initial	Last Name	Date of Birth	Age	Male/Female
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Street Address	City	State	Zip Code
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Primary Phone	<input type="checkbox"/> cell <input type="checkbox"/> home <input type="checkbox"/> work	Alternative Phone	<input type="checkbox"/> cell <input type="checkbox"/> home <input type="checkbox"/> work	Email
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### EDUCATION:

List the high school and post secondary educational institutions you have attended and degrees awarded:

Institution	City/State	Dates Attended	Degree
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### EMPLOYMENT: List in chronological order, beginning with your current position:

Employer	Address	City/State	From/To
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Financial Assistance: Will you be applying for a student loan?      Yes      No

Circle yes or no for the following questions, if you answer yes to either, please explain on a separate page.

Have you ever been convicted of a felony?      Yes      No

Have you ever had a professional license revoked?      Yes      No

The information given in this application is correct to the best of my knowledge:

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Signature	Date
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Submit this page with \$50 application fee to: The Providence Institute - Admissions, 3400 E. Speedway Blvd. #114, Tucson, AZ 85716  
Once you have submitted your Application for Admission, proceed with the steps outlined on the following page. Please be aware that class size is limited, waiting to submit your application may delay admittance to our programs.

**For office use:** Application fee paid \_\_\_\_\_  
Date Initials