INSTRUCTIONS FOR APPLYING TO THE USC FOOD INDUSTRY MANAGEMENT PROGRAM

It is very important that you fill out the both application forms carefully and include the necessary supporting documents. The check list below will assist you in this process. If you need additional assistance or have any questions please feel free to contact our office.

1. Fill out the *Application for Admissions and Scholarship Grant for the Food Industry Management Program.*
   a. Type or print clearly using blue or black ink
   b. Include Self Evaluation Essay (section 5)
   c. Have your employer fill out the Evaluation by Employer (section 6) and Company Support (section 7)
   d. Include all college official sealed academic transcripts

2. Fill out the *USC Undergraduate Application*
   a. Type or print clearly using blue or black ink
   b. Please use the notes below to help with the application:
   #1 Answer: YES
   #2 Major: FIM   Code: 0727
   #3 Do not answer
   #4 through #20: Answer
   #21 through #27: Optional
   #28 through #30: Do not answer
   #31 through #35: Answer
   Sign & Date

3. Application Fee – check in the amount of $80 payable to USC

4. Place all of the items above in an envelope and mail to:

   JENNIFER FISHER
   USC FOOD INDUSTRY MANAGEMENT PROGRAM
   1150 S. OLIVE STREET, SUITE 2900
   LOS ANGELES, CA 90015

If you have any questions, or need assistance please contact:
   Jennifer Fisher
   Assistant Director
   (213) 740-0416
   Jennifer.Fisher@marshall.usc.edu

Fight On!

USC | **UNIVERSITY OF SOUTHERN CALIFORNIA**
Marshall School of Business

Application for Admission and Scholarship Grant for the Food Industry Management Program

Social Security Number _____-_____-_____

Applicant's Name _____ _____ _____
(Print Last name)   *(Print First name)*   *(M.I.)*

Company Name _____

Eligibility For Admission Into The Food Industry Management Program

To be eligible for admission into the Food Industry Management Program (and receive a scholarship grant), applicants must:

1. Be employed full-time in the food industry *or* employed with a company in which a substantial portion of its business is concentrated in the food industry;

2. Have earned at least a Bachelor's Degree *or* completed at least 60 units of college credit that are transferable to the University of Southern California;

3. Have attained at least a 2.75 GPA for all transferable units; *and*

4. Receive a written recommendation for entry into the Program from his or her employer.

Applicant: *Please complete the following (sections 1-5)*

SECTION 1 – GENERAL INFORMATION

Full Legal Name
                       (Last name)   *(First name)*   *(M.I.)*

Social Security Number   Country of Citizenship

Date of Birth   Gender: M   F
          (MM/DD/YYYY)   *(check one)*

Marital Status   Spouse's Name

Current Home Information

Address
                  (Street)   *(City)*   *(State)*   *(Zip)*   *(Country)*

Telephone   Fax

Cellular   Email

Current Work Information

Address

(Street)　　　　　　　*(City)*　　　*(State)*　*(Zip)*　*(Country)*

Telephone　　　　　　　　　　　　Fax

Email

Present Employer

Length of Present Employment (*in years*)

Current Position

Title　　　　　　　　　　　　　　Number of People Reporting to You

Length of Time – From　　　　to

(MM/YYYY)　　　　(MM/YYYY)

Key Responsibilities:

Previous Position - (*with current employer*)

Title　　　　　　　　　　　　　　Number of People Reporting to You

Length of Time -- From　　　to

(MM/YYYY)　　　　(MM/YYYY)

Key Responsibilities:

Previous Employment - (*beginning with the **most** recent*)

Company	Industry	Job Title	Dates From	-	To

SECTION 3 – EDUCATION

List all universities/colleges attended and dates attended (*beginning with the **most** recent*).

University	*City/State*	*Major*	*Dates From - To*		*Degree Earned*

Presently Enrolled? ☐Y / ☐ N – If yes (a) ☐Freshman ☐Sophomore ☐Junior ☐Senior ☐Graduate *(Check one)*
(Check one)   (b) Expected Graduation Date ____/____
        (c) Expected Degree _____

SECTION 4 – SELF EVALUATION

List what *you* consider to be your three strongest managerial attributes.

1.

2.

3.

List what you want to learn / improve by attending the Food Industry Management Program.

1.

2.

3.

SECTION 5 – SELF EVALUATION ESSAY

On a separate sheet(s) of paper, describe the most significant operation you have managed in your company. (Include objectives, obstacles, organization chart, number of people involved, length of time and accomplishments.) ***Attach your completed essay to this application***.

I certify that all of the information submitted by me in this application is complete and accurate to the best of my knowledge, and the attached essay is my own work. I understand that any misrepresentation or omission of facts may justify a denial or cancellation of admission.

Signature _____ Date _____

In a separate memorandum or letter, evaluate and describe the applicant's career to date, and his or her potential for increased management responsibility in the future. ***Attach the completed memorandum/letter to this application**.*

*All information is confidential

Please indicate in the space below what financial support you will provide to your applicant if he or she is admitted into the Program.

Signature _____ Date _____

Name _____

Title _____

Company _____

Address _____ _____ _____ _____ _____
                    (Street)   *(City)*   *(State)*   *(Zip)*   *(Country)*

Telephone (_____)_____-_____ Fax (_____)_____-_____

Email _____

Send Completed Application Materials to: *Checklist of Application Materials*

Jennifer Fisher, Assistant Director
Food Industry Management Program
Accounting Building 216
University of Southern California
Los Angeles, California 90089-0442
Telephone (213)740-5585 or (213) 740-0416
Fax (213)740-8949
Email: fim@usc.edu
Website: http://www.marshall.usc.edu/fim/

☐ Complete This Application
☐ USC Undergrad Application
☐ Applicant Essay (section 5)
☐ Employer Evaluation (section 6)
☐ Remember to send official, sealed
   transcripts of all completed college
   courses to the program office.

1 | Have you enrolled at any college or university since high school graduation? (U2) ☐ Yes (U1) ☐ No

2 | Enter your intended major. (Refer to page 2 for the numerical code of each major; see pages 11–14 in *Applying to USC* for requirements for certain majors.)

First-choice major: | Code number: ☐☐☐☐

Second-choice major: | Code number: ☐☐☐☐

3 | Pre-professional emphasis (optional, see page 2): | Code letters: ☐☐☐☐

4 | Last (family) name: | First (given) name: | Middle name:

5 | Maiden/other name(s) you use: | 6 Social Security number: | 7 Birthdate (month/day/year):

8 | Current mailing address Street address. Note: International students must provide an overseas address that is not a P.O. box:

City (for foreign addresses, please include postal code): | U.S. state:

9-digit U.S. ZIP/Postal code: | Country: | Country code (from back of application): ☐☐

9 | Telephone number: | 10 Alternate telephone: | 11 Fax number:

12 | E-mail address: | 13 Gender: ☐ Male ☐ Female | 14 Marital status: ☐ Single ☐ Married

15a | Are you Hispanic/Latino/Latina, or of Spanish origin? ☐ Yes ☐ No (We are required by the U.S. Government to gather this information.)

15b | Ethnic Origin In the boxes to the right, please enter as many letters as apply from the list on the reverse of this form. Enter only one letter per box. ☐☐☐☐☐☐

16 | Check the box that best describes your citizenship/residency. (D)(US) ☐ I am a citizen of the United States.

(P) ☐ I am a permanent resident of the United States and a citizen of: | Country code (from page 3): ☐☐

(I) ☐ I am an international student and a citizen of: | Country code (from page 3): ☐☐

International Students (Note: An international student is one currently in the United States on a non-immigrant visa, or who needs a student visa to enter the United States.)

If you are currently in the United States on a visa, please specify the type: | Expiration date:

Will you be sponsored by a government, agency or other entity? ☐ Yes ☐ No

Sponsor name: | I–20 SEVIS number (if applicable):

17 | Birthplace City: | State: | Country: | Country code (from page 3): ☐☐

18 | If you are a current resident of the U.S., but were not born here, in what year did you first enter the country?

19 | Permanent or foreign mailing address (if different from current). Note: International students must provide an overseas address that is not a P.O. box.

Street address:

City (for foreign addresses, please include postal code): | U.S. state:

9–digit U.S. ZIP/Postal code: | Country name: | Country code (from page 3): ☐☐

20 | What language(s) is/are spoken in your home other than English? | 20a What is your native language?

21 | Beginning in 9th grade, have you ever been judged responsible for academic or behavioral misconduct that led to disciplinary action against you, and/or your suspension, removal or expulsion from any educational institution? ☐ Yes ☐ No If you responded "yes", please explain on a separate sheet.

22 | Have you ever been convicted of a misdemeanor, felony, or other crime? ☐ Yes ☐ No If you responded "yes" to either question, please explain on a separate sheet.
Have you ever been arrested on a felony charge? ☐ Yes ☐ No

23 | Did any of your grandparents attend USC?(S) ☐ Yes ☐ No List name(s):

24 | Did either of your parents attend USC? (S) ☐ Yes ☐ No List name(s):

25 | Did/do any of your siblings attend USC? (S) ☐ Yes ☐ No List name(s):

26 Are any of your siblings also applying for undergraduate admission to USC? ☐ Yes ☐ No   List name(s):

27 Are you the first generation in your family to attend college in the U.S. or abroad? (I) ☐ Yes ☐ No **27** Are you, your parents, or your spouse currently employed by USC? (E) ☐ Yes ☐ No

28 **Test Score Information:** Use a separate sheet if necessary. (Not required for students planning to enter USC with more than 30 transferable college units.)

SAT	Date (m/y): Critical Reading: Math: Writing:	Date (m/y): Critical Reading: Math: Writing:	
	Date (m/y): Critical Reading: Math: Writing:	Date (m/y): Critical Reading: Math: Writing:	
SAT Subjects	Date (m/y): Subject: Score:	Date (m/y): Subject: Score:	
	Date (m/y): Subject: Score:	Date (m/y): Subject: Score:	
Advanced Placement	Date (m/y): Subject: Score:	Date (m/y): Subject: Score:	
	Date (m/y): Subject: Score:	Date (m/y): Subject: Score:	
ACT	Date (m/y): Composite:	Date (m/y): Composite:	Date (m/y): Composite:
TOEFL (International)	Date (m/y): Composite:	Date (m/y): Composite:	Date (m/y): Composite:

29 **From the information given above, please list your best:** SAT Critical Reading score: SAT Math score: SAT Writing score: ACT Composite score:

30 **Do you intend to apply for financial aid?** (Answering "Yes" here will in no way affect your admission to USC, but will help ensure timely processing of your financial aid and admission applications.) ☐ Yes ☐ No

31 **Your School History** List all high schools, colleges or universities attended, full- or part-time. Use a separate sheet if necessary. If you are a home-schooled applicant, check here. ☐

High School The school at which you will earn or have earned your high school diploma.	Your school's CEEB code: Name of school:
	City, state or province, and country, if not U.S.:
	Dates of attendance (month/year) From: To: Date of conferred or expected diploma (month/year):
High School List any previous secondary/high school attended, if applicable.	Your school's CEEB code: Name of school:
	City, state or province, and country, if not U.S.:
	Dates of attendance (month/year) From: To: Reason for leaving:
College List all colleges or universities attended, full- or part-time. Use a separate sheet if necessary.	Your college's CEEB code: Name of school:
	City, state or province, and country, if not U.S.:
	Dates of attendance (month/year) From: To: Title and date of conferred or expected degree, or "none": Reason for leaving:
College	Your college's CEEB code: Name of school:
	City, state or province, and country, if not U.S.:
	Dates of attendance (month/year) From: To: Title and date of conferred or expected degree, or "none": Reason for leaving:

32 **Father's** or guardian's (or your spouse's, if married) last (family) name: First (given) name:

Occupation/title: Company/organization:

Colleges or universities attended: Can your father or guardian be reached at your permanent address? ☐ Yes ☐ No

33 **Mother's** or guardian's last (family) name: First (given) name:

Occupation/title: Company/organization:

Colleges or universities attended: Can your mother or guardian be reached at your permanent address? ☐ Yes ☐ No

34 I paid the application fee by: ☐ check (check #: _____ check amount: _____) ☐ acceptable fee waiver (see front cover). If you wish to pay by credit card, please apply online.

35 **Applicant's affidavit**
I certify that the information I have provided throughout this application is complete and correct; that the written materials I have submitted are my original work; and that I have attended no academic institution other than those listed. I also acknowledge that if I am admitted to USC, my admission is contingent upon verification of official records from the institutions I have attended, satisfactory completion of all course work, and avoidance of academic and behavioral misconduct. Furthermore, I agree that it is my responsibility to inform the USC Office of Admission immediately if there are any changes in my academic or conduct record, understanding that negative changes may impact my admission and ability to enroll at USC. Finally, I understand that all documents and materials sent to USC become the university's property and will not be returned to me or duplicated for me for any reason.

Signature: Date:

University of Southern California • Office of Admission • University Park Campus • Los Angeles, California 90089–0911 • Telephone: (213) 740–1111