

## **PGS Application Submission Information Sheet**

The PGS Master Gunsmithing Program<sup>®</sup> admissions policies are designed to admit only those students who are reasonably capable of successfully completing and benefiting from the training offered. Once all the materials required below have been submitted in their entirety, PGS staff will begin the application review process. The school reserves the right to require additional testing or more information during the application process.

Please follow us on Instagram and Facebook for examples of student projects at PGS to give you a greater insight on Gunsmithing as a career.

### **Admissions Requirements**

1. Submit completed application for enrollment and \$75 fee (check or money order payable to Pennsylvania Gunsmith School<sup>®</sup>)
2. Submit DD-214 (member version - 4) if a Veteran or served any time in any branch of the U.S. military
3. Possess a high school diploma or equivalent and submit transcript or GED with subject test scores. The credential must be:
  - Awarded by a high school recognized by the state department of education in which the applicant lives, or
  - Awarded by a high school or home school program that is recognized in the state in which it is issued, or
  - Awarded by a high school or home school program that is accredited by a recognized accrediting association or agency.

If the above documentation (diploma credential, and proof of recognition by either the state or a recognized accrediting body) is not submitted, then the applicant must take and pass the GED exam.

4. Applicants (and their families) are strongly encouraged to visit PGS for a tour of the facilities and to speak with administrative and instructional staff and students. If you are unable to visit in person, arrangements can be made to meet via telephone or video-chat, with administrative and/or admissions staff.
5. If pursuing state or VA vocational rehabilitation, provide name, address and phone number of counselor.
6. Foreign students: Please see two additional requirements on application items checklist.

## APPLICATION ITEMS TO APPLY FOR ENROLLMENT AT PGS

- Application Completed in full
  - Employment History
  - Two Short Answer Questions on page 2
  - Two Complete References (personal, professional)
  - 4473 Questions with Responses (page 3 of application)
  - Application Signed
- High School Transcript or GED
- If veteran/served ANY time in military, DD-214 (member version - 4)
- \$75 fee (Check or Money Order payable to Pennsylvania Gunsmith School)

If an applicant from a country other than the USA, please submit:

- Credential Evaluation from accepted source
- If applicant's native language is not English, proof of proficiency in reading, listening, speaking and writing of the English language (e.g. TOEFL)

Call PGS for further information regarding international applicants.



## Application for Admission to the Master Gunsmithing Program<sup>®</sup> Pennsylvania Gunsmith School<sup>®</sup>

### General Information

Name of Applicant:		Date of Application:	
Cell Phone Number: (     )		Social Security Number:	
Home Address:			
City:		State:	Zip Code:
Date of Birth:	Age:	Marital Status:	Email Address:
Alternate Contact Person (Name/Relationship/Phone Number):			
Education funding will include (check any that apply) <input type="checkbox"/> Self Pay <input type="checkbox"/> Will apply for federal/state financial aid <input type="checkbox"/> VA Education Benefits (e.g. Post 9/11) <input type="checkbox"/> Will apply for state or VA Vocational Rehabilitation <input type="checkbox"/> Other _____			
Veteran/Enlisted or served any time in military? Yes <input type="checkbox"/> No <input type="checkbox"/>		Type of Discharge: Date of Discharge:	
High School Name and Address:			Date Graduated:
Have you attended any postsecondary school?    Yes <input type="checkbox"/> No <input type="checkbox"/>			
Name of Postsecondary School Attended	City, State	Degree Granted	Dates of Attendance
Race/Ethnicity (statistical purposes only):		Are you a citizen of the United States?    Yes <input type="checkbox"/> No <input type="checkbox"/>	
Special Training in Gunsmithing:			
Have you applied to any other gunsmith school? Yes <input type="checkbox"/> No <input type="checkbox"/> If yes, which school(s)			

Please do not write in this space	
Date Received:	Application Fee:



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## Employment History (Attach separate page if needed.)

Employer	City, State	Job Title	Dates of Employment

## Short Answer Questions

- Choose 2 questions to answer.
- For each question, answer must be a minimum of 4 sentences.
- Attach additional page if needed.

1. Why do you want to become a Gunsmith?
2. How did your interest in Gunsmithing and PGS develop?
3. What are your career goals?

Short Answer Question # \_\_\_\_\_ (MUST be a minimum of 4 sentences)

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Short Answer Question # \_\_\_\_\_ (MUST be a minimum of 4 sentences)

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## References

Provide two non-family references (e.g. employer, co-worker, teacher, guidance counselor, friend, etc.)

Name	Phone Number	Email Address	Relationship

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*The following questions are from BATFE Form 4473: Firearms Transaction Record Part I. The information provided is used to determine whether an individual is prohibited under law from receiving/possessing a firearm. You must answer ALL questions honestly and to the best of your ability.*

**\*\*A prohibited person cannot attend PGS.\*\***

	Yes	No
Are you under indictment or information in any court for a felony, or any other crime for which the judge could imprison you for more than one year? <i>(Information is a formal accusation of a crime verified by a prosecutor.)</i>		
Have you ever been convicted in any court of a <b>felony</b> , or any other crime for which the judge could have imprisoned you for more than one year, even if you received a shorter sentence including probation?		
Are you a fugitive from justice?		
Are you an unlawful user of, or addicted to, marijuana, or any depressant, stimulant, narcotic drug, or any other controlled substance? <b>Warning: The use or possession of marijuana remains unlawful under Federal law regardless of whether it has been legalized or decriminalized for medicinal or recreational purposes in the state where you reside.</b>		
Have you ever been adjudicated mentally defective (which includes a determination by a court, board, commission, or other lawful authority that you are a danger to yourself or to others or are incompetent to manage your own affairs) OR have you ever been committed to a mental institution?		
Have you been discharged from the Armed Forces under <b>dishonorable</b> conditions?		
Are you subject to a court order restraining you from harassing, stalking, or threatening your child or an intimate partner or child of such partner?		
Have you been <b>convicted</b> in any court of a misdemeanor crime of domestic violence?		
Have you ever renounced your United States citizenship?		
Are you an alien <b>illegally</b> or <b>unlawfully</b> in the United States?		
Are you an alien who has been admitted to the United States under a nonimmigrant visa?		

- **I certify that the statements in this application are true and correct.**
- **I understand that falsification automatically voids this application.**
- **I understand that falsification when discovered will immediately terminate my enrollment in school.**

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Signature of Applicant

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Signature of Parent/Guardian if Applicant is Under 18 Years of Age