



# University of Charleston

Office of Admissions

## Application for Admission

2300 MacCorkle Ave., S.E. • Charleston, WV 25304

[www.ucwv.edu](http://www.ucwv.edu)

Ph: 1-800-995-GO UC (4682) / (304) 357-4750 • Fax: (304) 357-4781

Have you previously applied to or attended the University of Charleston?  Yes  No

**In order to apply for regular general admission, please submit the following:**

(see catalog/web site for additional admissions procedures & requirements for Dual Enrolled, Home School students, etc.)

1. Completed and signed application form
2. Official SAT or ACT scores (please check the current UC catalog or web site for clarifications concerning this requirement; may be different depending on desired enrollment status)
3. Official high school and/or college transcripts for all institutions attended (GED scores, if applicable)
4. \$25.00 application fee for processing
5. TOEFL scores (for international applicants from non-English speaking countries—see catalog)

### GENERAL INFORMATION (Required: Please type or complete with black ink. If you choose to complete with black ink, please print clearly.)

Last Name ( <u>and</u> Maiden Name, if applicable)	First Name	Middle	Nickname or Preferred Name
Permanent Mailing Address (Number and Street)			
City	State (Country if outside USA)		Zip Code
County	Home Phone ( )	Cell Phone ( )	
Email Address	AIM Screen Name		Home Fax Number ( )

Gender  Female  Male Date of Birth (mm/dd/yy) \_\_\_\_/\_\_\_\_/\_\_\_\_ Social Security Number \_\_\_\_\_

Citizenship  US Citizen  Non-citizen (Country: \_\_\_\_\_)  Permanent Resident Alien (# \_\_\_\_\_)

Where do you plan to reside?  On Campus  Parent's Residence  Personal Residence

*Unless you currently reside within 65 miles of the UC campus, all unmarried freshman and sophomore students under the age of 25 must reside on campus.*

Please list your work place & phone number \_\_\_\_\_ ( ) \_\_\_\_\_

Father's Full Name (or full name of guardian)			Mother's Full Name		
Street Address (if different from your permanent mailing address)			Street Address (if different from your permanent mailing address)		
City	State	Zip Code	City	State	Zip Code
Home Phone (if different)		Work Phone	Home Phone (if different)		Work Phone
Occupation		Employer	Occupation		Employer

### ENROLLMENT INFORMATION (Required)

Anticipated term of enrollment YEAR \_\_\_\_\_

Enrolling as (check one box in each section; descriptions are in catalog)

<input type="checkbox"/> Fall/August	<input type="checkbox"/> Spring/January	<input type="checkbox"/> Summer/June	<input type="checkbox"/> Freshman	<input type="checkbox"/> Dual Enrollment	<input type="checkbox"/> Full time
Probable Field of Study/Major (list can be found at <a href="http://www.ucwv.edu">www.ucwv.edu</a> )			<input type="checkbox"/> Transfer	<input type="checkbox"/> Visiting/Transient	<input type="checkbox"/> Part-Time
			<input type="checkbox"/> Readmit	<input type="checkbox"/> Non-degree/Audit	

If undecided about field of study/major, please indicate in box.

## ACADEMIC HISTORY (Required)

List the most recent high school and ALL colleges and universities you have attended. Official copies of transcripts must be mailed directly to the Office of Admissions from all institutions attended. Failure to acknowledge attendance at another institution may result in immediate dismissal.

High School/College/University	City, State	Attended from (mm/yy)	Attended to (mm/yy)	Degree/Expected Graduation Date

Dates taken or plan to take:

ACT \_\_\_\_\_ SAT \_\_\_\_\_ AP Exam(s) \_\_\_\_\_ TOEFL \_\_\_\_\_ GED \_\_\_\_\_

If the GED was taken, please provide the GED score report and any high school transcripts.

### For Current High School Seniors/Juniors Only:

Have you taken, or do you plan to take, any college courses before entering UC?  Yes  No

If yes, when? \_\_\_\_\_ With what college/university? \_\_\_\_\_

How many total college credits/hours will you have attempted before enrolling at University of Charleston? \_\_\_\_\_

Name of Guidance Counselor \_\_\_\_\_ Phone \_\_\_\_\_

### SUPPORTING INFORMATION (Required: If you answer 'Yes' to either of the questions below, you must submit an explanation statement.)

1. Other than a minor traffic offense, have you ever plead guilty (or no contest) to or been found guilty of a criminal offense, have you ever been judged to be a juvenile delinquent, or do you have any criminal charges pending against you?  Yes  No
2. Have you been expelled, suspended, placed on probation, or been subject to any other disciplinary action at any secondary school (high school) or college or university you have attended (including the University of Charleston)?  Yes  No

A 'YES' answer to one or both of the questions above will not automatically result in denial of your application. Additional information may be required.

**PERSONAL INFORMATION** You may include on a separate sheet(s) any additional information (resume, personal essay, letters of recommendation). This information is not necessary for admission but may be important for scholarship consideration.

### Are you interested in any of the following activities? (Please check the box to the left of activity for all that apply.)

- Community Service  Cheerleading  Pep Band  Chorus  Basketball  Baseball (M)  Golf (M)  Tennis  Crew (W)  
 Football (M)  Softball (W)  Soccer  Volleyball (W)  Track & Field  Cross-Country  Leadership Activities

### Indicate which of the following was most influential in your decision to apply to UC. Please check only one.

- Admissions Counselor  UC Graduate  Friend  Parent/Family  Campus Visit  College Fair/College Day  Web Site  
 Guidance Counselor  Letter from Admissions Office  Athletic Coach  Professor  Advertisement  College Literature

If a person was most influential in your decision to apply, please provide their name \_\_\_\_\_

### OPTIONAL INFORMATION (Optional—not used to determine admission)

#### Ethnicity/Racial Group

- African-American/Black  Caucasian/White  Other \_\_\_\_\_  
 Native American/Alaskan Native  Multi-Ethnic  
 Asian/Asian-American/Pacific Islander  Hispanic/Hispanic American

### Are you interested in receiving information about learning disability support services or disability accommodations?

- No, I do not have a documented disability.  Yes, please send information.

### CERTIFICATION

By my signature, I certify that the answers I have given to all questions on this application are correct and complete to the best of my knowledge. I understand that falsification or omission of information or credentials may result in revocation of admission. I also understand I must provide official transcripts from ALL educational institutions I have attended to complete the admissions process.

**I further give permission for my high school(s) and/or college(s) to release to the University of Charleston any record necessary for the evaluation of my application for admission as requested by University of Charleston staff/faculty.**

Applicant's Signature (required) \_\_\_\_\_ Date \_\_\_\_\_

*The University of Charleston does not discriminate on the basis of race, color, sex, religion, handicap, age, or national or ethnic origin in the administration of our educational policies, admission policies, scholarship and loan programs, athletic activities or other school-administered programs.*