

Undergraduate Admission

www.salisbury.edu/admissions/

For information on graduate admission refer to the Graduate Student Information section of this catalogue, Page 18.

General Information

Salisbury University invites applications from all who are interested in pursuing programs in 35 majors leading to undergraduate degrees. Qualification for admission is determined without regard to race, color, religion, national origin or sex. Students who matriculate following acceptance assume responsibility for upholding the standards and traditions of the University and adhering to its regulations.

Campus Visits

The University encourages prospective students and their families to tour the campus and confer with the admissions staff. The Admissions Office provides tours every Monday, Wednesday and Friday at 1:30 p.m. except holidays when the University is closed. Those who find the above times inconvenient may call the Admissions Office at 410-543-6161 for a specific appointment. All tours originate from the Admissions House located at 1200 Camden Avenue.

In addition to weekday visits, there are several Saturday open houses held each semester. For more information about the open house schedule, call the Admissions Office or access the Web site at www.salisbury.edu.

Application Requirements And Procedures

Admissions requirements set forth in the following sections are minimum requirements that may be subject to change after the *Undergraduate Catalogue* has been printed. In such cases, changes in admissions policy will be publicized.

Application Forms

Applications for admission, catalogues and other information regarding the University may be obtained on request from the Office of Admissions, from admissions representatives at college programs and on the web site. Many high school guidance offices and community colleges may also provide admission information.

Application Fee

A \$30 non-refundable application fee is required with each application.

Freshman Admission Options

Salisbury University considers freshman applicants under three admissions plans.

Early Decision is for high school seniors who have solid academic profiles and who are willing to make a firm commitment to attend SU if admitted. Early decision applicants must submit their applications by December 15. Decisions are made by January 15 and a

nonrefundable deposit is required within two weeks of notification.

Regular Admission is the plan under which most students enter SU. Regular admission is open to qualified high school students who apply for admission by January 15. Candidates are usually notified of the admission action by March 15. Those who are admitted have until May 1 to confirm their space in the class by submitting a deposit.

Early Admission is an admission option for academically talented high school students. Students who have completed the junior year of high school may be considered for acceptance into the regular University program provided they present evidence of outstanding academic achievement, commendable scores on the Scholastic Assessment Test I or ACT, a positive recommendation from the high school and a certification of eligibility for a high school diploma under the early admission program. A personal interview with an SU admissions officer is required.

Transfer Admission

Beginning December 15, the Admissions Office will respond on a rolling basis to transfer applicants.

Suggested Deadlines

Suggested filing deadlines for fall admissions are January 15 for freshman applicants and March 1 for transfer students. Readmission deadlines are December 1 and July 1. Applications received after the suggested filing dates are considered on a space-available basis.

Students applying for the spring semester will be notified of the decision on their applications beginning September 15, on a rolling admissions plan, provided their files are complete. The University reserves the right to close admissions when the projected enrollment is met.

Freshman students seeking on-campus housing for the fall semester who are guaranteed a room must complete the admissions process by May 1. Transfer students who are guaranteed housing must meet their specified deadline for the acceptance fee to reserve a space on campus. Payment of the \$200 acceptance fee completes the admissions process. Students paying the acceptance fee past their deadline will be housed on a space-available basis.

Students seeking on-campus housing for the spring semester also will be housed on a space-available basis.

Academic Scholarships

Each fall, the University awards nearly \$1 million in academic scholarships. The admissions application automatically qualifies students for consideration for these academic scholarships.

The minimum requirements for scholarship consideration are a 3.25 high school record in academic subjects and 1250 on the SAT I or 28 on the ACT.

Entering freshmen who meet minimum requirements are contacted by the appropriate awarding group.

Social Security Number

All students are asked to submit their Social Security number. International students are encouraged to file for a Social Security number although they are not eligible for Social Security benefits. The Social Security number is used as a student identifier in maintaining academic and financial records. This number is included on the student's photo identification card (ID), which is solicited in connection with various University-related athletics, social and cultural events. Blackwell Library and the Commons have electronic card readers and valid identification cards are required for the use of these facilities.

Students' disclosure of their Social Security number is voluntary. The student Social Security number is only released to agencies or individuals outside the University at the request of the student or in accordance with federal and state requirements in regard to financial aid awards, Internal Revenue Service for student employee salary reporting and state controller's debt collection procedure.

For High School Graduates

The admissions review process considers the qualifications of all applicants in a holistic manner. The students' high school curriculum, performance in academic coursework and on standardized tests like the SAT and/or ACT, essay, recommendations, leadership experience, community service, talents, extracurricular activities and the ability to contribute to the diverse academic community at Salisbury University are many of the qualifications considered for admission.

Applicants are urged to take the SAT I or ACT no later than the last fall testing date. The ETS code number for Salisbury University is 5403 and the ACT code is 1716. Details concerning the administering of the SAT I or ACT may be obtained from any high school guidance counselor.

Students planning to enter college are encouraged to complete the college preparatory curriculum in high school. Within the college preparatory curriculum, a prospective student should have met the following minimum requirements for admission: four credits in English with at least one credit in composition, one credit in American literature and one credit in English literature; three credits in the social sciences; two credits in laboratory-based sciences; three credits in mathematics, with at least two credits in Algebra I and II and one credit in geometry; and two years in the same foreign language. Students lacking any of the above admissions specifications should contact the dean of enrollment management.

Normally, successful candidates for admission to Salisbury University demonstrate strong college potential by earning at least above average grades in a solid academic program along with scoring above the national average on the SAT I or ACT.

For Non-High School Graduates

Applicants who are not high school graduates may qualify for admission by earning satisfactory grades on

the High School Equivalency Examinations administered by the State Department of Education and by receiving the high school equivalency diploma. The applicant should contact the local board of education to make arrangements to take the examinations. SAT or ACT scores are required.

Admission of International Students

International students who demonstrate appropriate academic ability, proficiency in the English language and the ability to finance all costs for their education may be offered admission. Applicants must have the following documentation submitted directly to the SU Office of Admissions by March 1 for fall admission or October 1 for spring admission:

1. an admissions application, which includes financial declaration;
2. official or certified true copies of all grade reports, diplomas and academic records (must include a copy in original language and English translation) certifying completion of at least the equivalent of a U.S. academic high school diploma; and
3. for applicants whose native language is other than English, the Test of English as a Foreign Language (TOEFL) must be taken and official results submitted to the Office of Admissions. A minimum score of 550 on the written exam or 213 on the computer exam is required. TOEFL information may be obtained by contacting: TOEFL, P.O. Box 6151, Princeton, NJ 08541-6151, USA, or on the Web at www.toefl.org.

International students must be admitted before the immigration document (I-20) will be provided.

For Immigrant Students

Any student applying for admission whose native language is other than English will be required to demonstrate an acceptable level of English proficiency in addition to meeting the basic requirements for admission to the University.

For Veterans

Veterans and dependents of veterans who are eligible for GI benefits and who have a high school diploma or equivalency may be admitted to Salisbury University. Veterans who have attended other colleges since their discharge are not included in this policy and should seek admission through the normal transfer process. Priority for the acceptance of veterans will be given to Maryland residents.

In addition to high school or college transcripts, each veteran must provide the Admissions Office with a certificate of eligibility. Since it generally takes 60 days or more to clear a VA application, applicants are encouraged to contact their nearest VA office within sufficient time prior to registration at SU. Initial contact for implementation of benefits should be directed to the Salisbury University Office of Veteran Affairs.

For Transfer Students

Students with acceptable records may be admitted from other regionally accredited collegiate institutions with requirements similar to those of Salisbury University. Transfer students should request application forms for admission from the Office of Admissions and are subject to the same payment procedures as

incoming freshmen.

To be considered for transfer admission, a student must have earned at least 24 semester hours of college-level credit at an accredited community college or four-year college or university, and have a minimum 2.0 grade point average on a four-point scale. If the student has attended two or more institutions, the overall 2.0 will be computed on grades received in courses attempted at all institutions attended unless the student presents an associate's degree from the last institution attended. Transfer applicants leaving their last institution attended under conditions that would prevent further enrollment as a full-time matriculating student at that same institution are not considered eligible for admission to the University. The University's admission policy for entering freshmen, however, will apply to transfer students who have completed fewer than 24 semester hours of transferable credit at another institution.

Coursework completed at SU as a non-degree student will not contribute to the 2.0 GPA and 24 hour requirement. Students denied admission may not enroll as a non-degree student until admission requirements are satisfied.

Transfer students from accredited colleges enrolled in transfer programs will receive credit for the college-level work they have completed, with few exceptions. College Level Examination Program (CLEP) credit will be evaluated based on individual scores. Evaluations of students' previous coursework will be forwarded to them within several weeks of their admission. After being admitted to the University, students may make an appointment with a counselor in the Admissions Office to review the evaluation of transfer credit and to discuss selection of courses.

General Transfer Policies

1. Transfer credits are evaluated by the Admissions Office in accordance with the Maryland Higher Education Commission regulations on General Education and transfer. Such credits may generally be applied to the 120 hours (minimum) of credit required for graduation and, if approved by the appropriate department, may count toward requirements in a major at Salisbury University.
2. A student attending Salisbury University in any regular fall or spring semester has until the end of the semester to complete all forms and to have official transcripts of all prior work from other institutions sent to the SU Admissions Office.
3. Grades do not transfer; the grade point average for a transfer student is computed only on the basis of coursework completed at SU. Once a course is taken at Salisbury University, the SU grade point average is not affected by repeating the course at another institution. Grades of transfer courses will be calculated for admission to specific academic programs that require a particular grade point average. However, credit earned while a student is enrolled in recognized cooperative programs with other Maryland state colleges and universities will be accepted as credit earned at Salisbury University. Coursework and grades earned will be applied toward graduation requirements at SU and these grades will be counted in the SU grade point average.

4. Credits earned in or transferred from a community college will be limited to 64 credits, and these hours may only be applied to credit at the 100 or 200 level.
5. To be eligible for the baccalaureate degree from Salisbury University, transfer students must earn at least 30 of the final 37 hours of credit from SU. Students enrolled in officially recognized cooperative institutions may include coursework taken at that institution within their final 30 hours at the University. Students completing their course requirements through an approved study abroad program are exempt from this policy.
6. Questions concerning the evaluation of transfer credit should be directed to the Office of Admissions. Students may appeal evaluations to the Office of the Vice President of Academic Affairs within the academic year in which the evaluations were made. Transfer evaluations more than one year old are not subject to appeal.

Course-by-Course Evaluation of Transfer Credit

Students will have their transfer credit from each institution attended evaluated separately on a course-by-course basis. For transfer purposes, each institution must display a minimum 2.0 GPA before transfer credits will be considered. If any institution's GPA is below 2.0, SU will remove courses with grades below C until the student's GPA at that school reaches at least 2.0 and then evaluate the remaining courses for transferability. Detailed information concerning recommended transfer programs may be obtained by accessing SU's Web site regarding transfer students. Courses a transferring student plans to apply toward a degree at Salisbury University are evaluated in one of the following four categories:

1. Approved for General Education credit
2. Approved for lower-level credit
3. Approved for upper-level credit
4. Not approved for transfer credit

All courses approved for transfer credit will be listed as specific courses, as General Education or as elective credit at Salisbury University. In order for any of these courses to qualify for upper-level credit at SU, they must be taught at the upper level both at SU and at the sending institution. All lower-level courses from the sending institution, all courses from community colleges and all courses which are upper level at the sending institution but which are lower level at Salisbury University will be evaluated as lower-level courses. Some transferred courses, either upper level or lower level, may be used to satisfy requirements in particular majors. Each department determines its own policies in this matter and evaluates each student's record on a course-by-course basis.

Any fieldwork experience, internship or practicum from a two-year institution not under the direct supervision of Salisbury University is not considered transferable.

While most courses from other accredited institutions are applicable to a degree at Salisbury University, courses the University views as not academic in nature and which are not compatible with existing programs may not be transferred to the University and applied toward degrees.

For Former SU Students

Readmission

Matriculated students who do not enroll at the University during a regular fall or spring semester must apply for readmission through the Admissions Office. Students who have been academically dismissed may only apply for readmission once they have reduced their deficit point totals to the appropriate levels. Students must declare a major at the time of readmission.

Students who have attended other institutions since leaving Salisbury University must arrange to have official transcripts sent from those institutions directly to the Office of Admissions.

The deadline for applications for fall semester is July 1; for the spring semester, December 1. However, the University reserves the right to close readmission when the enrollment limit has been met.

Academic Clemency Policy

Salisbury University recognizes that some students may, for a variety of reasons, develop academic records that do not reflect their true abilities. Students who leave the University with poor academic records may wish to receive academic clemency upon their return. To encourage students to try again after an unsuccessful experience, the University is prepared to extend academic clemency. Students are only eligible for clemency one time during their academic career.

Students who have not attended the University for at least five calendar years may request clemency. At the time of readmission, students seeking clemency must complete a clemency form and may petition to have up to 16 credit hours of D and F removed from their grade point averages. The grades of D and F will remain on the transcript with X beside them. When clemency is granted for D grades the previously earned credits will be lost. The grade point averages of students who have received clemency will be recalculated to reflect that clemency. Students who receive clemency are eligible to graduate with honors.

Contact the Academic Affairs Office, Holloway Hall Room 239, 410-543-6020, for detailed procedures.