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# 22 Admissions

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## Admissions

Cedarville University invites applications from secondary school students who are able to present strong academic records and a clear testimony of faith in Jesus Christ. In selecting students, the Admissions Committee admits students who are most likely to contribute positively to the university community and graduate. They carefully consider all factors which demonstrate the applicant's ability to succeed at Cedarville University. Students who wish to attend the University on a part-time basis should also follow these admission procedures.

Criteria for selection include:

1. Evidence of a personal relationship with Jesus Christ and a consistent Christian life style.
2. Academic record, recommendations, and rank in class.
3. Test scores from the American College Test (ACT) or the Scholastic Aptitude Test (SAT). ACT scores are preferred. Since test scores are used for placement purposes, transfer students may be requested to submit them.

Applicants with the best prospects for admission have academic credentials that include a college preparatory secondary school curriculum, a "B" grade average, a rank in the upper half of the class, and an ACT or SAT test score above the national average.

The University does not discriminate on the basis of race, color, sex, or national origin. The University admits students with various disabilities. Through specific counseling, adjustments are made to enable these students to achieve their educational objectives. Additional information concerning specific services is available from the Student Services Office or the Academic Assistance Center.



*Incoming freshmen and their families receive a hearty welcome from "The Bee" during "Getting Started" weekend.*

## Secondary School Requirements

Although the University does not prescribe actual secondary school course requirements, it recommends that students follow a college preparatory curriculum that includes:

- 4 units of English (grammar, composition, and literature)
- 3 units of mathematics (algebra and geometry)
- 3 units of natural science (physical science, biology, and chemistry)
- 3 units of social studies (history and government)
- 3 units of a single foreign language

Students planning to study engineering, science, mathematics, or nursing should take as many mathematics and science courses as possible in their secondary school curricula.

High school electives should be chosen to develop interests and skills in related practical fields. Skill in keyboarding is of real value in completing many course assignments and is of particular importance to students who plan to enroll in college computer courses. Keyboarding skill enables students to take full advantage of the extensive computer resources at the University.

## Home-schooled Students

Students with nontraditional secondary school experiences may be considered for admission. Typically, scores from standardized tests such as the ACT or SAT are used to help assess readiness for college-level academic work. To assist students unable to take the ACT locally, the University offers the ACT on campus on a monthly basis to prospective students.

Except for those admitted under the early admission program, students must give evidence of high school completion by the time they begin taking courses at the University.

## Family Rights and Privacy Act

Cedarville University complies with the Family Educational Rights and Privacy Act (the Buckley Amendment) which is designed to protect the privacy of educational records, to establish the right of students to inspect and review their records, and to provide guidelines for the correction of inaccurate or misleading data through informal and formal hearings. The University has adopted a policy that explains in detail the procedures followed for compliance with provisions of the Act. Copies of the policy are available in the Academic Services and Student Services Offices.

## Early Admission

Students who have completed their junior year of high school may apply for early admission. This is especially helpful for students who anticipate a lengthy graduate program after graduation from college. In addition to following normal application procedures, early admission applicants should submit superior academic records, strong recommendations from high school teachers, and a statement of approval from parents or guardians. An interview is also suggested.

## Admission Procedures

To be considered for admission to Cedarville University, a student must:

1. Obtain, complete, and return an application for admission. Applications are available from and should be returned to the Admissions Office. Necessary recommendation forms are included in the application. A \$30 fee and two current photographs should accompany the returned application.
2. Take the American College Test (ACT) or the Scholastic Assessment Test (SAT) and have the score reports sent to Cedarville University. (Use the ACT code of 3245 or SAT code of 1151 when you register for the tests to have your scores sent directly to Cedarville.) The application for admission may be submitted before taking this test.
3. Request that high school transcripts through the junior year be sent, along with a recommendation from the high school counselor. Class rank at the end of the junior year should be included.
4. Request a recommendation from the pastor of the church the applicant attends.
5. Request that official copies of transcripts for work completed at other colleges be sent (transfer students).

Students who have been offered admission for a particular quarter may defer their enrollment to a subsequent quarter by notifying the Admissions Office in writing at least one month before the quarter begins.

Apply on-line at [www.cedarville.edu/admissions](http://www.cedarville.edu/admissions).

## Admission to Academic Programs

Some academic programs have unique requirements. For example, music students must audition for entry to that department. Engineering candidates must meet a minimum test score requirement. Students in education and nursing apply for admission to their respective programs during their sophomore year after the program prerequisites have been satisfied. Therefore, students should review the specific entrance requirements outlined in the respective departmental sections of the catalog. Admission to the University does not guarantee admission to an academic program.

## Academic Enrichment Program

The University offers a supplemental academic assistance program to serve students whose academic backgrounds do not reflect their collegiate academic potential. Components of this program include an orientation course entitled Transitions 100, special advising, tutoring when necessary, and diagnostic testing, in some cases. Admission to the academic enrichment program is determined by the admissions committee. Students selected for this program usually take a typical freshman course of study comprised of General Education Requirements.

Students who complete the program find that this assistance during the first year of college helps them establish an excellent foundation for academic success in the future. A complete description of this program is available from the Admissions Office.

## Readmission

A student whose academic work has been interrupted for one quarter or more must apply for readmission two months before the beginning of the quarter in which he desires to matriculate. Readmission forms are available from the Admissions Office. If college level work has been completed elsewhere, official transcripts should accompany the application for readmission.

A student who has been readmitted after one year away from Cedarville University must complete the graduation requirements as outlined in the catalog in current use at the time of re-enrollment.

## Deadlines and Notifications

In most cases, Cedarville University follows a rolling admissions procedure. An application is processed as soon as the file is complete. A completed file includes an application for admission, \$30 application fee, ACT or SAT scores, high school transcript, college transcript (if applicable), high school counselor's recommendation, and pastor's recommendation. Applicants are notified by letter within two weeks after the admissions committee acts upon the completed file.



*An occasional snowfall provides opportunity for some fun with friends!*

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## Reservation Deposit

A reservation deposit must be submitted by new students as an indication of their intention to enroll. The amount of the deposit is \$250. This money is credited to the student's account and used to cover first quarter expenses. A student must submit a reservation deposit in order to register for courses.

The reservation deposit is fully refundable if the request for refund is received before the reservation deposit deadline. Requests for refunds received after the reservation deposit deadline are partially refundable (\$150 of the \$250 deposit) until the refund date. No refunds are available after the refund dates. All refund requests must be made in writing by the student.

Reservation deposit submission deadlines and refund dates are as follows:

Term	Deadline	Refund date
Fall Quarter	May 1	August 15
Winter Quarter	November 1	December 1
Spring Quarter	February 15	March 1
Summer Session I	May 15	June 1
Summer Session II	July 15	August 1

Students admitted after the reservation deposit deadlines must submit their reservation deposits as soon as possible or within two weeks of notification of admission.

## Advanced Placement

High school students may receive advanced collegiate standing by participating in the advanced placement program. Up to 60 credits may be earned through this program or by other test-out procedures. Hours earned through the advanced placement program do not count as hours in residence toward graduation with honors.

To earn credit through advanced placement, students must enroll in specific advanced placement courses offered by their respective high schools. Students may earn college credit for advanced placement scores of three, four, or five. Upon completing these courses, students take individual advanced placement examinations in each advanced placement course. Students should request that scores from these examinations be sent directly to Cedarville University by entering code number 1151 on their registration forms. Upon receiving these scores, the University awards the appropriate amount and type of credit for each examination as determined by each academic department. No fees, other than the fees accompanying the examinations, must be paid in order to receive the college credit. In some cases, sophomore standing in particular subject areas may be earned through these examinations. Students should contact their local high schools to obtain advanced placement course and registration information.

## College Level Examination Program (CLEP)

Students earn credit through CLEP by taking nationally standardized examinations in a variety of subject areas. These tests may be taken at local colleges before enrolling at Cedarville or at Cedarville after enrolling. To have CLEP scores sent directly to Cedarville University, students should enter code number 1151 on their CLEP registration forms. By earning scores above specified levels, students receive college credit in specific course areas. Up to 60 credits may be earned through this program or by other test-out procedures. A complete list of the appropriate tests and respective Cedarville courses as well as registration information is available from the Admissions Office or from the Academic Services Office. Like advanced placement, no fee, other than those accompanying the examinations, must be paid in order to receive college credit through CLEP.

Students who wish to use a CLEP examination to satisfy the General Education Requirement ENG-110 Composition I must earn a credit-satisfying score by the end of their first quarter (one quarter after their initial full-time matriculation).

Students who wish to use CLEP examinations to satisfy General Education Requirements in foreign language, literature, humanities, mathematics, natural sciences, and social sciences must earn credit-satisfying scores on the respective CLEP examinations by the time they earn 96 credits (attend Cedarville University two years). Students may not pursue CLEP credit for courses in which they were enrolled previously, nor may they pursue CLEP credit for a course if they have taken a more advanced level course in that discipline.

Transfer students transferring more than 96 credits must earn credit-satisfying scores on respective CLEP examinations by the end of their first quarter of full-time attendance at Cedarville. Hours earned through CLEP do not count as hours in residence toward graduation with honors.



*Yellow Jacket basketball games provide a great opportunity to get together with friends.*

## International Baccalaureate

The International Baccalaureate (IB) is an internationally recognized program that enables students to follow a special curriculum and take specific examinations to fulfill secondary school graduation requirements. Students can earn up to 30 quarter hours for IB Higher Level examinations on which they earn scores of five, six, or seven. A maximum of 10 credits is permitted in any one group. To receive credit, students should submit IB transcripts to the Admissions Office.

## Transfer Students

Students who wish to transfer to Cedarville should submit, along with their applications for admission, official transcripts of credit from all colleges attended. College-level credits earned at accredited colleges are usually transferable. Applicants with the best prospect of admission have academic credentials that include a "B" grade average (3.0/4.0 scale) in a full-time college-level class schedule. Courses in which less than a "C-" is earned are not granted transfer credit.

When computing cumulative grade point averages for students who have transferred credits from other colleges, only the work completed at Cedarville is included. To help in the transition to Cedarville University and to meet other new transfer students, all transfer students are required to attend a new student orientation.

Information concerning the transfer of credits is available from the Academic Services Office. Specific course equivalencies can be determined upon receipt of official transcripts.



*A beautiful and peaceful 400-acre campus provides many areas to interact with fellow students.*



*The Annual Day of Prayer enables the student body to practice the power and privilege of prayer.*

## International Students

Cedarville University welcomes applications for admission from students of all nations. The University was approved for attendance by nonimmigrants by the Immigration and Naturalization Service in 1959. International students should follow the university admissions procedure carefully, submitting their applications well in advance of deadlines so that sufficient time is available for processing and communication. Those coming from countries in which English is not the native language may need to demonstrate their proficiency in English by taking the Test of English as a Foreign Language Examination (TOEFL) and earning a paper-based score of 550 or better, or a computer-based score of 213 or better.

To satisfy United States Immigration and Naturalization requirements, upon acceptance international students must deposit \$18,241 (includes \$1,000 for personal expenses) at the University in United States currency or submit a certified affidavit of support that demonstrates the ability to cover university-related expenses. Full admission to the University is granted upon receipt of these funds or affidavit. Questions concerning this procedure should be directed to the international student advisor.

Grants and scholarships for international students are limited. Some international students work on campus. Permission for off-campus employment must be secured from the international student advisor.