

ADMISSIONS

Asbury College selects candidates for admission who value a Christian liberal arts education and provide evidence of academic achievement, aptitude, and the ability to benefit from, and contribute to the opportunities offered at the College.

CAMPUS VISIT

Prospective students and their families are strongly encouraged to visit. This provides an opportunity to explore the campus and meet the people who make Asbury College unique. The Admissions Office offers a variety of scheduled campus visitation days or will design an individual visit based on the needs and interests of the prospective student.

Individual or group visits may be scheduled by contacting the Admissions Office at 1-800-888-1818 or 1-859-858-3511, ext. 2374, weekdays from 8:00 a.m. to 5:00 p.m. The office may also be reached by e-mail at: admissions@asbury.edu or by FAX at 859-858-3921. Visits may also be scheduled online at www.asbury.edu/visit. Directions to the campus, hotel and restaurant information along with sites of local interest are available upon request.

WHEN TO APPLY

Asbury College has a rolling admission policy. Applications for admission are accepted throughout the calendar year. Students are encouraged to apply for admission at the earliest possible date. An early application for admission provides optimal opportunity for financial aid awards, course selection, and campus housing. High school students are encouraged to apply in the fall of their senior year and may apply during their junior year of high school. Applications are accepted for the fall, spring, or summer semesters.

HOW TO APPLY

To obtain application materials and information, contact the Admissions Office by phone, 1-800-888-1818 or 1-859-858-3511; e-mail, admissions@asbury.edu; or FAX, 859-858-3921. Completed materials may be mailed to:

Admissions Office
Asbury College
One Macklem Drive
Wilmore, Kentucky 40390

Prospective students may also apply on-line at the admissions section of the Asbury College website at www.asbury.edu/apply.

ADMISSION PROCEDURES

The following are required to complete the application process:

1. A completed Asbury College application for admission

2. Official examination scores from the Scholastic Assessment Test of the College Examination Board (SAT) or American College Testing Program Assessment (ACT) are required of all applicants to the freshman class and transfer students who have earned less than 30 semester hours of college credit. Asbury College's SAT college code number, **1019**, should be placed on the examination for the official reporting of the scores. The ACT college code number is **1486**.

If five or more years have passed since high school graduation, this requirement may not be applicable. Information regarding registration, test dates, and location may be obtained from a high school guidance counselor, the Asbury College Admissions Office, or from:

College Board (SAT)
PO Box 6200, Princeton, New Jersey 08541
or www.collegeboard.com.

American College Testing Program (ACT)
2201 N. Dodge Street
PO Box 451
Iowa City, Iowa 52243
or www.act.org.

3. An official high school transcript sent directly from the school or test scores from the General Educational Development Test (GED) sent directly from the testing agency are required of all applicants to the freshman class and transfer students who have earned fewer than 30 semester hours of college credit.

HIGH SCHOOL TRANSCRIPTS (Public, Private, and Home School) To be considered official, a transcript must include: full name of student; a social security number; birth date; home address; high school name; high school address; high school telephone number; indication of whether public, private, or homeschool; cumulative grade point average; grade 12 final grades; and the high school graduation date (not the date the transcript was issued). If the ACT/SAT scores are included on the transcript, they should be affixed to the transcript with the stickers provided by ACT/SAT in order to be considered official scores. Hand-delivered or faxed transcripts may be used for evaluation. They are not acceptable as final, official transcripts.

4. An official transcript from each college and university attended sent directly from the institution to the Asbury College Admissions Office.

ALL TRANSCRIPTS, whether high school or college, must be sent directly from that institution to the Admissions Office of Asbury College. Hand-carried transcripts may be used for evaluation. They are NOT acceptable as final, official transcripts.

5. A signed and completed Christian Character Recommendation Form.

6. A signed and completed Secondary School Evaluation Form for all applicants to the freshman class and transfer students who have earned fewer than 30 semester hours of college credit. A file will be considered for review if this form has not been received within two weeks of the transcripts.

7. A personal interview and/or references may be required of selected candidates.

8. Candidates to the freshman class or transfer students with fewer than 30 semester hours of college credit who have completed any portion of their secondary education

through homeschooling are required to provide certification of completion of a homeschooling program and documentation of all course work completed. *Homeschool students seeking to participate in intercollegiate athletics will need additional documentation from their home state. NAIA policy states: "Homeschool students must receive certificate (or equivalent) granted by appropriate state verifying successful completion of homeschooling requirement . . . "*

9. To be considered for full admission in good standing, applicants must supply evidence of likely success as an Asbury College student.

ADMISSION OPTIONS

1. Seeking the B.A., B.S., or A.A. degree (see below)
 - Freshman
 - Transfer
 - Former (Re-admission)
 - International
2. Seeking coursework for non-degree purposes (see below)
 - Special
 - Post-baccalaureate (teacher certification)
 - Visitor
 - Auditor
3. Seeking coursework as a high school senior
(see section below entitled "Admission as a high school senior to the Asbury Academy")
4. Seeking a B.S. degree through the evening degree-completion program
(see Asbury Achieve section in this Bulletin)
5. Seeking the M.A. degree
(see Graduate Education section in this Bulletin)

ADMISSION AS A FRESHMAN

To be admitted as a freshman, an applicant must submit:

1. An academic record indicating graduation from high school with a cumulative grade point average of at least 2.5 (on a 4.0 scale) or completion of the GED.
2. An SAT combined score (Critical Reading and Math) of at least 1020 or an ACT composite score of at least 22.

Applicants should have completed a college preparatory curriculum including:

English	four years including one year of Composition
Mathematics	three to four years including Algebra
Social Studies	two years including one year of History
Laboratory Science	two to three years
Foreign Language	two years of the same language

ADMISSION AS A TRANSFER STUDENT

A student who has earned at least 12 semester hours of academic credit at another college or university as a full time student following graduation from high school may apply for admission as a transfer student. To be admitted as a transfer student, an

applicant must submit an official academic record indicating a cumulative grade point average of at least 2.5 (on a 4.0 scale) from each college or university attended.

Applicants with fewer than 30 semester hours of college credit should also submit a high school academic record indicating a cumulative grade point average of at least 2.5 (on a 4.0 scale) and a SAT combined score of at least 1020 or an ACT composite score of at least 22.

No more than 60 semester hours of credit can be transferred in from a two-year college and no more than 75 semester hours of credit can be transferred in from a four-year college or university.

ADMISSION AS AN INTERNATIONAL STUDENT

International students applying for admission to Asbury College as a freshman or a transfer student must:

1. Complete an Asbury College International Student Application for Admission.
2. Submit an official transcript of all secondary and post-secondary grades and course work.
3. Submit an official score report of the Test of English as a Foreign Language (TOEFL). The student must demonstrate proficiency in the English language (for students from countries where English is not the primary language) by achieving a minimum score of 550 on the Paper Exam or an 80 on the Internet-based test. Information on this test can be obtained at the following website: www.toefl.org or at TOEFL Services, P.O. Box 6151, Princeton, New Jersey 08541-6151 USA. This requirement is waived for international students whose native language is English.
4. Submit the official examination scores from the Scholastic Assessment Test of the College Examination Board (SAT) or American College Testing Program Assessment (ACT). This is recommended, but not required.
5. Submit a signed and completed Christian Character Recommendation Form.
6. Present evidence of adequate financial support by submission of the Asbury College International Student Financial Support Verification Form.
7. Provide evidence of adequate financial support.
8. Submit a tuition deposit equal to one semester of full-time expenses.

RE-ADMISSION AS A FORMER STUDENT

Former Asbury College Students who have withdrawn from the College or have failed to maintain continuous enrollment may apply for re-admission. Student applying for re-admission must submit:

1. A completed Asbury College Application for Re-admission.
2. An official transcript of all post-secondary grades and course work from all institutions attended since the last Asbury College enrollment.

To be re-admitted, an applicant must be in good standing academically, socially and financially at Asbury College. An applicant not in good standing in one or more of these categories will be referred to the Admissions Review Committee for consideration.

ADMISSION AS A HIGH SCHOOL SENIOR TO THE ASBURY ACADEMY

Asbury Academy is an “Early Access to College” program for high school seniors only. This program provides opportunities for high school seniors to take basic, general education college requirements (100- and 200-level courses) before the freshman year, enabling them to complete their high school senior year courses and earn college credit through dual enrollment.

Enrollment in Asbury Academy allows high school seniors to take up to four (4) credits each semester (Fall 2009, Spring 2010; summer not included) with no tuition charge. Asbury Academy students may also take additional classes (up to 15 semester hours) during each of these two semesters at a reduced tuition charge (see *Fees and Expenses* in this *Bulletin*). Students may only attend under Asbury Academy for two semesters (not including summer).

Asbury Academy Admission Requirements:

The following items are required to be considered for admission to the Asbury Academy:

1. A completed Asbury Academy application.
2. An official high school transcript (including grade 11 final grades) showing senior status and a cumulative grade point average of 3.00 or higher.
3. Official examination scores from the American College Testing Program Assessment (ACT) are required for students who are interested in taking college English (ENG 110) as dual credit for high school English (English 4). A minimum ACT English score of 22 (or SAT English of 510) is required.
4. High school senior status with a positive attendance record.
5. Recommendation from a high school counselor for public school students or from an employer or church youth worker for homeschool students.
6. Permission from a parent to enroll in the program.
7. Proof of health insurance.

Asbury Academy Admission Procedures:

Applications and other required information should be submitted to the Asbury College Admissions Office. An online application can be found at www.asbury.edu/apply. Applications for the Fall semester should be submitted by one week prior to the first day of school in August. Applications for the Spring semester should be submitted by December 1.

Required orientation times for Asbury Academy students will be scheduled prior to classes beginning for the Fall semesters. For more information, contact asburyacademy@asbury.edu.

ADMISSION AS A NON-DEGREE SEEKING STUDENT

Students who are not seeking a degree or who are enrolled in another institution and wish to take a course from Asbury College may apply. Students who wish to maintain non-degree seeking student status may accumulate up to 12 semester hours over no more than two semesters. Non-degree seeking student applicants must have completed a secondary school or hold a General Educational Development Test Certificate. In either case, the applicant must submit appropriate verification of his or her status. Applicants must be in good standing academically, socially, and financially from all prior

institutions attended. Applicants not in good standing in any of these categories will be referred to the Admissions Review Committee for evaluation.

A non-degree seeking applicant must submit

1. A completed non-degree seeking student application for Admission.
2. An official high school transcript or GED if holding less than 30 semester hours from institutions of higher learning.
3. Official academic transcripts from all post-secondary institutions attended.

Non-degree seeking students may be admitted as:

- *Post-Baccalaureate*: Students who hold a bachelor's degree and are earning further credits toward teacher certification or to complete an additional major.
- *Special*: (1) Students who may not meet admissions requirements but have been admitted by special action of the Director of Admissions and/or the Admissions Review Committee for a specific period of time or (2) students taking courses for personal interest or development.
- *Visiting*: Full-time students visiting, with permission, from another institution.
- *Auditor*: Students attending non-activity courses for personal enrichment and not for academic credit may refer to Auditing Courses policy under the Academic Policies section of this Bulletin. Only lecture-type courses or the lecture part of laboratory courses may be audited. Activity courses may not be audited (e.g., Computer Programming, Tennis, Ceramics).

ADMISSION DECISION

Each candidate for admission is reviewed individually with careful consideration given to academic records, test scores, application essays, references and the ability to benefit from and contribute to the opportunities offered at Asbury College. Asbury College does not discriminate on the basis of race, color, gender, age, national or ethnic origin, or handicap in the admission of students, in its educational policies or in its activities. In addition, Asbury College does not discriminate on the basis of religion in the admission of students and in student access to educational programs. Asbury College reserves the right to deny admission to any applicant when that decision is determined to be in the best interest of the student or the institution.

When a candidate has completed the application process, one of the following decisions will be made:

- *Admission in Good Standing*
- *Conditional Admission*. Applicants who fail to meet the minimum admission criteria may, in some instances, be granted conditional admission. Students granted conditional admission are usually subject to provisions designed to promote academic achievement. These provisions may include a reduction in course load, limitation of extra-curricular activities, and/or enrollment in specific classes or support programs.

- *Provisional Admission.* In some cases, students will be given provisional admission based on self-reported information or unofficial documents pending receipt of official documentation to complete their application file. Students will be required to complete and sign a provisional admission agreement that confirms self-reported information and provides a deadline for the submission of official documents. If official documentation arrives in the time period outlined in the agreement, and is consistent with prior information, the student will be granted admission in good standing or conditional admission. If official documentation fails to arrive in the time period allowed, the student faces the potential of immediate suspension and, in any event, will not be allowed to register for the next semester.
- *Denied Admission.* The Director of Admissions may deny admission to any student whose academic records and standardized test scores indicate little likelihood of academic success at Asbury College. Asbury College also reserves the right to deny admission to any applicant when that decision is determined to be in the best interest of the student or the institution. An applicant who has been denied admission has the right to appeal that decision in writing to the Admissions Review Committee provided the applicant can present relevant additional information in support of his or her application.

NOTIFICATION

Candidates for admission who have completed the application process will receive written notification of their admissions status. Information on the following will be included in this communication:

1. A pre-tuition deposit of \$200.00 is required of all full-time, non-international students in order to confirm intention for enrollment. Pre-tuition payments for the fall semester are refundable until May 1 and until December 1 for the spring semester.
2. A completed Asbury College Report of Medical History and Physical is required and due by August 1 for the fall semester and December 1 for the spring semester.
3. A completed Handbook Affirmation Form is required and due by August 1 for the fall semester and December 1 for the spring semester.
4. An official, final high school transcript is required for candidates to the freshman class by August 1 for the fall semester and December 1 for the spring semester.
5. An official, final transcript of all post-secondary work completed by applicants admitted as transfer students is required by August 1 for the fall semester and December 1 for the spring semester.