

## 2005–2006 ADMISSION APPLICATION

**Suffolk**  
UNIVERSITY  
BOSTON | MADRID | DAKAR

### FOR INTERNATIONAL STUDENTS AND AMERICANS LIVING ABROAD

## ABOUT SUFFOLK

### General Information

Suffolk University offers both undergraduate and graduate degrees in the College of Arts and Sciences, the Sawyer School of Management, and the Law School. Founded in 1906, Suffolk is located in the heart of Boston on Beacon Hill, a beautiful residential area surrounded by the city's centers of government, finance, and commerce. The University has an excellent academic reputation. Its fundamental mission is to respond to the evolving needs of society by providing an opportunity for motivated and capable students to obtain a quality education in a challenging yet supportive environment at an affordable cost.

### Our Location – Boston

Suffolk University is the only university among more than 60 in the Boston area that is located in the heart of downtown. Located in the northeastern United States, Boston is a charming city known for its history and culture. Boston is the capital of the state of Massachusetts, home to hundreds of colleges and universities.

We are within blocks of Boston's financial district, a major center of commerce and tourism with well-known historic sites such as Faneuil Hall and the Boston Common. Scenic Boston Harbor, the Charles River, and nearby Cambridge add to the enjoyment of this lovely cosmopolitan city. You can enjoy many opportunities in Boston, including sporting events, recreational activities, concerts, dance clubs, museums, and libraries.

Direct access to Suffolk via public transportation is excellent. There are many subway stations within a few blocks of the University. Also, Logan International Airport is close by, within easy reach via the subway.

### International Focus

More than 1,000 international students from 100 different countries are studying at Suffolk University. These students have been attracted by the University's reputation for excellent academic programs and personal attention to students.

The Center for International Education assists Suffolk University students in the United States on F-1 and J-1 non-immigrant visas. Services include immigration, cultural, academic, and personal advising; issuing of immigration benefits such as employment authorization; international student orientations; group workshops; cross-cultural programming; International Student Association; and study abroad opportunities.

The advisors also serve as liaisons with various US government agencies, foreign governments, and sponsoring organizations for the institution and the students.

### International Faculty

Suffolk faculty members come from 23 different countries, and many have international specializations in areas as diverse as cross-cultural communications, international trade, comparative public policy, international bankruptcy, and cross-cultural psychology. Cooperative research is being done in areas such as robotics, neural networks, and financial integration.

Boston is an educational and cultural center, and Suffolk has always been able to attract the highest caliber faculty. As individuals, our professors have a strong commitment to teaching and a sincere interest in their students. Ninety-four percent of the faculty holds doctoral degrees, a mark of value recognized throughout higher education. They have regular office hours and meet informally with students.

### Variety and Depth

Suffolk has 4,050 undergraduate students and offers more than 70 majors and 1,000 courses. Within each academic department, there are required courses to ensure that you have sufficient knowledge in your field and a wide range of electives to pursue special interests. Within the College of Arts and Sciences, for example, you can major in anything from Environmental Science, to Radiation Biology, to Marine Sciences. In the sociology department, you can take courses as varied as Women in Work, Medical Sociology, Cultural Diversity, and White Collar Crime. The Sawyer School of Management has excellent courses in areas ranging from Market Research, to Entrepreneurship, to Telecommunications.

Our new Global Business major keeps in mind the need for students to have a sufficient base in a functional area of business to secure their first job. Students also pick one of two tracks available: European Business or Emerging Economies, which will guide their choice of language specialization, travel, and elective courses. Travel in the form of studying abroad or a travel seminar is a required part of the program. International students may substitute the travel requirement with an internship.

The College of Arts and Sciences University Honors Program will provide a select number of highly motivated, academically promising students with a distinctive educational program designed to heighten their academic experience and broaden their understanding of their global environment and of themselves. In addition to taking special honors sections of core courses, these students are required to complete at least one honors course, an off-campus honors project, and a senior honors project in their major.

The Sawyer School of Management offers the Griffin Honors Program. This distinctive program enriches students' understanding of business in a global environment. Griffin Scholars benefit from many exceptional opportunities to work closely with peers, with faculty, and with members of the business and government communities.

### Classes

There are no large lecture classes at Suffolk University. The average class has 20 students. The student-faculty ratio is 12:1, so you get to know your professors. They take a special interest in you. Students feel comfortable asking questions and participating in class.

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### Accreditation

Suffolk University is accredited by the following organizations: New England Association of Schools and Colleges, AACSB–International – The Association to Advance Collegiate Schools of Business, American Chemical Society, American Bar Association, National Association of Schools of Public Affairs and Administration, American Association of Law Schools, the Foundation for Interior Design Education and Research, and the National Association of Schools of Art and Design.

### Costs

The cost of tuition for undergraduate students is \$21,140 for the 2005–2006 academic year. Books and school supplies usually cost about \$750 per year. Room and board for double, triple, or quad occupancy in a residence hall is approximately \$12,180 per year. Miscellaneous personal expenses are approximately \$1,700 annually. University sponsored health insurance costs approximately \$1,500 each year.

### Financial Aid for International Students

International students who are US citizens or permanent residents may be eligible for government and private sources of financial aid. There is very limited institutional financial assistance available to other matriculated and continuing international students. Assistance consists primarily of International Student Employment (work on-campus) and merit scholarships for academically exceptional students. Contact the Office of Undergraduate Admission for further information.

### Visit Us

#### Admission Office Hours

The Office of Undergraduate Admission is open Monday through Thursday from 8:45am to 6pm, Fridays from 8:45am to 4:45pm, and most Saturdays from 10am to 1pm while classes are in session. Please call 617.573.8460 or 1.800.6SUFFOL(K) to arrange appointments.

### Interviews and the William Coughlin Alumni Admission Program

This program is named in honor of William Coughlin. Bill served as director of admission for 29 years. He continues to assist hundreds of students and parents each year. His commitment to providing personal attention to each applicant remains exemplary.

Our admission staff remains interested in considering the individual qualities that each applicant will bring to the University. The interview, while not required for admission, is an opportunity to learn more about the University and to share information about your application that you feel is important and might not show up in a letter of recommendation or the application itself. Visit us on campus or schedule an interview with an alumnus in your area to gain an insider's perspective and to discuss your application materials. If an alumnus is not available in your area, we will offer you a phone interview with a member of our admission staff. Please email [admission@suffolk.edu](mailto:admission@suffolk.edu) or call 617.573.8460.

### Chat LIVE with Suffolk University!

Do you have questions about Suffolk that just can't wait? Get instant feedback to all your questions by visiting our live chat room, where admission counselors will be standing by. Visit our Web site, [www.suffolk.edu](http://www.suffolk.edu), for more information. The chat room is available on selected days/evenings when the University is in academic session (September to May).

### Campus Visits

The University sponsors visit programs for prospective students throughout the year. We believe that one of the most important parts of the college admission process is the campus visit. It is an opportunity to explore the facilities, meet faculty and staff, see students in action, and develop a sense of life on the Suffolk campus.

### Prospective students are invited to:

**Information Sessions** to gather introductory information about Suffolk and to participate in a student-led tour — *September 24, October 1, and October 15, 11am–1pm; February 21, April 20, 12–2pm*

**Fall Open House** for a more in-depth look at University programs and to meet faculty and staff — *November 19, 11am–3pm*

**Transfer Programs** for those with specific concerns about the transfer admission process — *by appointment*

**Art Career Day and Gallery Exhibits** at NESADSU — *October 29, 11am–2pm*

**Business Career Day** for a closer look at opportunities available to you once you have completed study at the Sawyer School of Management — *December 3, 11am–2pm*

Information about all of these events will be sent to prospective students throughout the year.

### To Contact us:

SUFFOLK UNIVERSITY

Office of Undergraduate Admission  
8 Ashburton Place  
Boston, MA 02108-2770

(mailing address)

73 Tremont Street  
(on-campus address)

1.800.6SUFFOL(K)  
Tel: 617.573.8460  
Fax: 617.557.1574

[admission@suffolk.edu](mailto:admission@suffolk.edu)  
[www.suffolk.edu](http://www.suffolk.edu)

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## Admission Requirements

All international applicants must present evidence of successfully completed academic work on the secondary school level, for freshman candidates, and on the postsecondary level, for transfer candidates.

**Freshman:** All transcripts and supporting documents received by the admission office must be officially certified originals and/or officially certified photocopies of originals. (Examples of official documents include official examination results such as “A” and “O” Levels, Abitur, Baccalaureate, International Baccalaureate, Selectividad, etc.) Official English translations, when appropriate, must accompany documents.

**Transfer:** In addition to the above mentioned credentials requested of freshman applicants, documents of all postsecondary educational work completed are required. All credentials must be official, or officially certified photocopies, with official English translations, when appropriate. In certain cases, some credentials may be referred to a professional evaluation service, at student expense, for evaluation prior to admission.

## Examinations

An English language examination result, such as TOEFL, ELPT, IELTS, CPE, CAE, or FCE, is required of all candidates for whom English is not their primary language. A minimum score of 525 on the paper-based TOEFL or 197 on the computer-based TOEFL is required for admission to all undergraduate degree programs. Test results must be forwarded directly from the College Board in Princeton, New Jersey. The College Board code number for Suffolk University is 003771. Academically admissible candidates who present scores less than the above requirements may be considered for the ELI (English Language for Internationals) program at Suffolk University prior to their entry into an undergraduate degree program.

**SAT:** Required of all freshman applicants whose primary language is English. The College Board code number for Suffolk University is 003771.

A written test for placement into English classes will be administered during the mandatory orientation and registration program which takes place at the beginning of the September and January semesters.

## Citizenship (Section 17)

**Permanent Resident Status:** All applicants having permanent resident status must submit a photocopy of their alien registration card (front and back) and fill out section 21.

**International Students:** International applicants must completely fill out section 19 of this application. All applicants currently in the US on a B-1/B-2 visitor visa must obtain an F-1 student visa before enrolling in courses.

**US Citizens Living Abroad:** Fill out section 20.

## Application Deadline

Suffolk University admits international students for the September and January semesters. International students should complete their application by June 30 for enrollment in the September semester and by November 30 for the January semester. International students should begin the application process well in advance since they must provide the admission office with all of the required materials and documentation to be considered for admission. **On-campus housing is assigned on a first-come, first-served basis. Students interested in on-campus housing should consider submitting their completed admission applications before January 15 for consideration for the fall semester.**

## Admission Decisions

We will send your admission decision through the US Postal Service. If you wish to have your decision sent by electronic mail, please see question 37.

## Financial Statements (Confidential Declaration of Finances)

All international student applicants must provide the Office of Admission with the appropriate financial documentation. A Form I-20 immigration document will be issued when the appropriate supporting financial documentation is completed and on file in the Office of Admission.

## Essay (Section 33)

All applicants are asked to prepare an essay which will assist the admission committee in evaluating their writing and thinking abilities. A choice of topics is listed in the application in section 33.

## Checklist

The following checklist is for your use. Make sure you have checked each of the boxes under the appropriate section before you send in the application.

### Freshman Applicants

- ☐ Completed Application
- ☐ Official high school transcript
- ☐ SAT scores
- ☐ Essay
- ☐ Recommendations (2)
- ☐ \$50 application fee

### International Applicants

- ☐ Freshman or transfer requirements as listed plus:
- ☐ English language examination result and/or SAT scores
- ☐ Official translations of documents when appropriate
- ☐ Confidential Declaration and Certification of Finances
- ☐ Photocopy of current I-20, if applicable

### Permanent Resident Applicants

- ☐ Freshman or transfer requirements as listed plus:
- ☐ Photocopy of Alien Registration Card (front and back)

### Transfer Applicants

- ☐ Completed Application
- ☐ Official college transcript(s)
- ☐ Official high school transcript
- ☐ Description of activities since high school
- ☐ Course catalog for colleges outside the New England area
- ☐ Essay
- ☐ \$50 application fee

### Bachelor of Fine Arts Applicants

- ☐ Freshman or transfer requirements as listed plus:
- ☐ Portfolio (actual work or slides)

*Please do not forget to sign this application on the last page and attach the \$50 application fee.*