

2005–2006 ADMISSION APPLICATION

ADMISSION

Admission to Suffolk University

Every year the Office of Undergraduate Admission enrolls approximately 1,025 students in the freshman class and 300 transfer students. You may be considered for enrollment beginning in either the September or the January semester. The admission process is competitive, with students applying from throughout the United States and from more than 100 countries worldwide. So our students have diverse backgrounds, interests and talents, and demonstrated academic achievement.

Freshman Applicants

We consider freshman applicants for admission based on the level and range of high school courses selected, grades achieved, SAT or ACT scores, recommendations, and the essay. In high school, you should have completed:

Four units of English

Three units of mathematics (Algebra I and II and Geometry)

Two units of science (at least one of which is with a lab)

Two units of foreign language

One unit of American history

Four units distributed among other college preparatory electives

We may also consider other factors in the review process, such as class rank, honors courses, and AP courses. We do not use specific minimums for scores or grades in the decision, but weigh all factors together as a whole view of you and your potential for success as a student at Suffolk University. We are also very interested in personal qualities that will offer us a complete view of you as an applicant, including extracurricular involvement, community service, and special interests.

Application

Students may submit electronic or paper applications. Students may apply for admission using the Suffolk University online application, which can be found at www.suffolk.edu. Also, Suffolk accepts the Common Application as its own application.

The priority application filing date is March 1. Applications forwarded after this date will be reviewed on a space-available basis. We will make every effort to accommodate students applying after March 1; however, first preference will be given to those students who submit applications before this date.

On-campus housing is assigned on a first-come, first-serve basis. Students interested in on-campus housing should consider submitting their completed admission applications before January 15 for consideration for the fall semester.

Transfer Applicants

Transfer applicants are considered for admission based on review of transcripts from all colleges attended and other credentials. Additional information required includes high school transcripts, SAT results, and the essay. Upon acceptance, you will receive an evaluation of courses and credits approved for transfer toward a Suffolk University degree. Generally, we will award credit for courses successfully completed from regionally accredited institutions of higher education that are equivalent or similar in content to courses offered at Suffolk on the freshman/sophomore level.

Art and Design Applicants

In addition to the admission requirements listed for freshman and transfer applicants, art and design applicants are required to submit a portfolio of 8 to 10 pieces of recent, original art work for an evaluation of potential as an art student. The selections must include work from direct observation such as still lifes, landscapes, interiors, and portraits. You may include sketchbooks, works in progress, and preliminary sketches to complement finished pieces. If you have oversized, framed, and 3-D pieces, present them in slide form. We strongly encourage a personal interview with a portfolio. If it is not possible to visit, you may send slides of your work. Guidelines for transfer students are available on our Web site.

International Applicants

International students whose primary language is not English must be able to demonstrate proficiency in reading and writing English. To do so, applicants are expected to submit official TOEFL scores with their application materials. 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. Applicants whose scores are below recommended norms may be considered for the English Language for Internationals Program (ELI), an intensive program of language instruction to prepare students for entry into a degree program.

International students are also required to submit an official copy of all records of academic coursework accompanied by an official English translation. This includes secondary school records with courses taken and grades received, records from each college or university attended showing the number of lecture and/or laboratory hours taken and grades received (transfer applicants), and official documents verifying the awarding of all secondary diplomas and/or academic certificates with the title and date awarded. In certain instances, applicants may be required to have their credentials evaluated by a professional evaluation service.

International applicants must submit evidence of their ability to pay educational and living expenses while studying in the United States. Please request the Confidential Declaration and Certification of Finances form from the Office of Undergraduate Admission (or find it on Suffolk's Web site), complete this, and submit it with the application for admission. The information provided must demonstrate ability to pay the annual cost of approximately \$34,490 and be certified by bank seal.

2005–2006 ADMISSION INSTRUCTIONS

Bachelor's Degree on Cape Cod

Suffolk University, in partnership with Cape Cod Community College, offers the BS in Communications/Public Relations, BSBA in Accounting, Information Systems, Interdisciplinary Business Studies, or Public Management. Students may complete their program of study on a full- or part-time basis. Students who are currently attending Cape Cod Community College and have fewer than 45 semester hours should submit the "Participation Agreement Form" available in the Admission Office at Cape Cod Community College. Students who are interested in starting this program as a freshman or a transfer student with fewer than 45 semester hours from a college other than Cape Cod must submit Cape Cod Community College's Application for Admission (508.362.2131). Students who have more than 45 semester hours from Cape Cod Community College or another college should use the Suffolk University Application for Admission.

Bachelor's Degree at Dean College

In a collaboration with Dean College, located in Franklin, Massachusetts, Suffolk University offers the BSBA in Interdisciplinary Business Studies, Information Systems, the BS in Psychology with the developmental concentration, the BS in Sociology with a concentration in criminology and law, and the BS in Communication with a concentration in public relations. Dean College students completing their associate degree should submit a Suffolk University application at the beginning of their final semester.

Notification Process

The priority application deadline is March 1. Application files are reviewed after all of the necessary information and documentation is received in the Office of Undergraduate Admission. The Admission Committee considers all of the materials contained in the admission file, in particular for freshmen, high school coursework, level of course taken, grades achieved SAT or ACT scores, letters of recommendation and the essay. In the case of transfer students who have earned more than 24 credits, emphasis is placed on college-level coursework. The portfolio is also an additional and required element in selecting art and design applicants.

Freshmen applying through the Early Application process will receive an admission decision by December 20. Freshman applicants applying for regular admission will begin receiving admission decisions after February 1. Applicants applying for admission for the spring semester are notified beginning in mid-September. Transfer application notification begins on February 1 for the fall semester.

Early Action Program

At Suffolk University, we offer the opportunity for freshman applicants to be considered for early action based on academic achievement through their junior year. The deadline for this program is November 20. Decisions are made and candidates notified by December 20. If you are not offered early action, you may be considered for later admission through the regular decision process.

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, for more information. The chat room is available on selected days/evenings when the University is in academic session (September to May).

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 remain 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 or call 617.573.8460.

The New SAT

Students planning to take the SAT will be required to submit the new test with the writing section, which was administered for the first time in March 2005. Results of previous administrations of the SAT will continue to meet the standardized testing requirement for admission. Please see <http://www.suffolk.edu/admission/freshman.html> for additional information about the new SAT and admission to Suffolk.

To Contact Us:

SUFFOLK UNIVERSITY
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(mailing address)

73 Tremont Street
(on-campus address)

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Tel: 617.573.8460
Fax: 617.557.1574

admission@suffolk.edu
www.suffolk.edu

2005–2006 ADMISSION INSTRUCTIONS

Instructions

- 1. The priority application filing date is March 1.**
- 2. Please answer ALL questions. If a question does not apply to you, write N/A.**
- 3. Application Fee**
Please attach a nonrefundable application fee of \$50 when submitting the application. Make check or money order payable to SUFFOLK UNIVERSITY.
- 4. Transcripts**
Have official transcripts sent directly from your high school(s) and/or all previous colleges to the Office of Undergraduate Admission. It is the applicant's responsibility to ensure that all transcripts and other documentation are submitted on a timely basis. Applicants with a GED must have official results sent directly to Suffolk University. Homeschooled applicants must also submit a transcript or educational assessment of coursework completed. They should also consider scheduling an admission interview.
- 5. Students whose primary language is not English**
All applicants whose primary language is not English must submit official results of the TOEFL; or, for those in a US high school, the SAT.
- 6. Permanent Resident Status**
All applicants having permanent resident status must submit a photocopy of their alien registration card (front and back.)
- 7. International Students**
International applicants must complete section V of this application.
- 8. US Citizens Living Abroad**
Complete section V of this application.
- 9. Financial Aid Applicants**
To apply for financial aid, you must submit the SUFFOLK UNIVERSITY FINANCIAL AID APPLICATION to the Suffolk University Office of Financial Aid. In addition, you must file the Free Application for Federal Student Aid (FAFSA). The preferred filing date is March 1 for September, November 1 for January. The University aid application is included in this packet. Please call 617.573.8470 to request the FAFSA. The Federal Financial Aid application is available in your school counseling office. It is also available on the Web. Please see www.fafsa.ed.gov for information and assistance on filling out and submitting this form.
- 10. On-Campus Housing**
Housing is awarded on a first-come, first-serve basis. Students interested in on-campus housing should consider submitting their completed admission applications before January 15 for consideration for the fall semester.

Checklist

Freshman Applicants

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

International Applicants

- Freshman or transfer requirements as listed plus:
- TOEFL and/or SAT scores
- Official translations of documents when appropriate
- Confidential Declaration and Certification of Finances
- Autobiographical statement
- 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) from all colleges attended
- Official high school transcript
- SAT scores if in first year of college and a recent high school graduate
- Description of activities since high school
- Course descriptions 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 remember to sign this application on the last page and attach the \$50 application fee.