



Transfer Application

Admissions Office • 950 Main Street • Worcester, MA 01610-1477

Transfer Application Instructions

If you have completed at least one semester of college course work, you qualify as a transfer applicant. You may apply for September or January admission, and the application deadlines are April 15 and November 1, respectively. Carefully read the instructions below. **This application is for domestic (U.S. citizen) Transfer Students only.** If you are applying as a First-year Student or as an International Student, please contact the Admissions Office for the appropriate application form.

Clark University
Admissions Office
950 Main Street
Worcester, MA 01610-1477 U.S.A.
Telephone: 508-793-7431
Fax: 508-793-8821
E-mail: admissions@clarku.edu
World Wide Web: www.clarku.edu

The Application

Please complete all the personal, educational and academic data. A non-refundable fee of \$50 or fee waiver request from a school official must accompany this application. To encourage students to visit campus, we will waive the \$50 fee if you bring in your completed application and essay during a campus visit.

College Transcripts

Official transcripts are required from all institutions at which college level work has been completed. At the discretion of the Admissions Committee, course descriptions may also be requested. You will need to submit final grades for work in progress as well. Admitted transfer students will receive an estimate of transferable course work and credits with the decision letter. Admission and transfer of credit is dependent upon satisfactory completion of courses in progress.

High School Transcript

It is your responsibility to ensure that your high school sends an official copy of your transcript to the Admissions Office.

Tests

Transfer applicants must submit the results of the SAT I or ACT standardized tests if taken within the previous five years. If appropriate, scores of other tests (Advanced Placement, G.E.D.) may be submitted as well. In individual circumstances – for example, if your college experience was many years ago or if you earned your high school diploma through a G.E.D. exam – college admission test scores may be waived and employment recommendations may be substituted for academic recommendations. You will need to call the Admissions Office to discuss your particular situation.

Transfer Student Statement

On the form provided, please write a brief statement explaining your interest in transferring to Clark University. The essay topics listed under the personal statement section are **optional for transfers**, and transfers are not eligible to apply for Early Decision.

Faculty Reference

Please complete the top portion of the Faculty Reference form. Give the form and a stamped envelope, addressed to the Clark University Admissions Office, to your professor. You should choose an instructor who knows you well and who has taught you—ideally during the last year—in an academic area.

Dean's Report

Complete the first section of the Dean's Report form. Give the form and a stamped envelope, addressed to the Clark University Admissions Office, to the Dean of the College at the institution you are currently attending or last attended. This form serves to provide Clark with a statement of good standing on your behalf.

Transfer Credit

Clark recognizes two common sources of external credit:

- Non-duplicated, liberal arts courses shown on the official transcript of another accredited institution and grades no lower than C or the equivalent.
- Scores of 4 and 5 on Advanced Placement (AP) tests reported by the College Entrance Examination Board or submission of certain international educational credentials (i.e. International Baccalaureate, Arbitur, A-Levels, etc.).

Up to 50 percent of Clark's degree and major requirements may be awarded from external sources, and a minimum of two academic years at Clark is necessary for completion of degree requirements. Ordinarily, no other credit by examination is transferable to Clark.

English as a Second Language

Whether or not you are a U.S. citizen, if English is not your primary language, you are required to take the Test of English as a Foreign Language (TOEFL), which is given worldwide. Information concerning test dates and locations may be obtained by writing to: TOEFL, P.O. Box 6151, Princeton, New Jersey 08541-6151 U.S.A. or by visiting their website at: www.toefl.org.

Financial Aid

At Clark University, the vast majority of financial assistance is offered on the basis of financial need. Need is determined from information that students supply on both the Free Application for Federal Student Aid (FAFSA) and PROFILE Application. You may register for the PROFILE application by calling 1-800-778-6888 or on the web at www.collegeboard.com (Clark's code is 3279). The FAFSA may be obtained at your college financial aid office or local high school guidance office (Clark's code is 002139). Priority consideration is given to students who file both forms by the suggested deadlines: April 1 for September admission; November 1 for January admission.