



NEW AND TRANSFER STUDENTS: Applicants seeking admission to the University must submit the completed application form, a non-refundable \$25.00 application fee of \$25.00. The fee must be submitted in U.S. dollars by certified check or money order (payable to the *University of the Virgin Islands*). All documents *must be received in the Admissions Office by April 30* for the Fall semester and **October 30** for the Spring semester. "Official" documents should be mailed directly to the Admissions Office from the sending institution. Every effort should be made to submit required documents in a complete package, when possible. Admitted students will be required to submit a \$100.00 non-refundable enrollment deposit fee to confirm their intent to enroll.

FRESHMEN: Freshman applicants must submit to the Admissions Office:

- ❑ An official secondary school transcript or GED transcript/certificate. Official transcripts must be sent directly from the sending institution to the Admissions Office. High school graduates admitted to the University must also submit their **diploma** or a **final high school transcript** prior to registration.
- ❑ Official results of the Scholastic Aptitude Test - SAT Reasoning (UVI code 0879) or the American College Testing Assessment-ACT (UVI code - 5288). Exam should be taken so that the results are available **prior** to the admission deadline. Students with more than 12 college level credits, including English and Math, are not required to take the SAT.
- ❑ Official transcripts of all college credits earned.

TRANSFER STUDENTS: Applicants who have previously matriculated and earned at least 12 semester or 16 quarter hours of university credits, and achieved at least a "C" average (2.00 on 4.00 scale), will be considered as transfer students. Only credits earned within 10 years of the date of matriculation will be considered for transfer. Appeals should be submitted to the campus Chancellor. Admitted transfer student transcripts are evaluated upon receipt of the enrollment deposit. Transfer students must submit:

Official transcript from each college or university you have attended.

READMISSION TO THE UNIVERSITY: Students seeking readmission who are not in attendance during two or more consecutive semesters must apply to be readmitted to the University. Submit the application for readmission and a \$15.00 readmission fee to the Admissions Office, along with official final transcripts from any institutions attended since previous enrollment at UVI. Readmission forms are filed by **October 30** for Spring semester; by **April 30** for the Fall semester. A minimum 2.0 cumulative grade point average is required in order to be readmitted and enrolled full-time. Students who have a grade point average below 2.0 may attend part-time, only.

Note: This application can be used for admissions consideration only for two consecutive semesters. You must submit another application after the two semesters expire if you do not attend.

To apply to the St. Croix campus - forward the application to: Admissions Office, RR1 - Box 10,000 Kingshill, St. Croix VI 00850

To apply to the St. Thomas campus - forward the application to Admissions Office, #2 John Brewer's Bay St. Thomas, VI 00802-9990

INTERNATIONAL STUDENTS: Students are urged to apply 4-6 weeks in advance of stated deadlines in order to facilitate timely Admissions and U.S. Dept. of Justice, Immigration and Naturalization Service (INS) processing. International students must submit:

- ❑ Official certified copies of General Certificate of Education (GCE), Caribbean Examination Council (CXC) or Caribbean Advanced Proficiency Examination (CAPE) results directly to the Admissions Office. Passes in five (5) "O" level GCE or CXC (General I and II), or a combination of both (including English Language) is acceptable for admission. The CXC (General III) will also be accepted if based on the six-point scale. Transfer credit is granted for CXC A-level work. The British Virgin Islands Grade I certificate is required from the BVI High School.
- ❑ Scholastic Aptitude Test - SAT (UVI code 0879) or the American College Testing Assessment-ACT (UVI code - 5288). Students should check with the Ministry of Education in their home country for test dates. Careful planning is required to ensure official results are forwarded to the Admissions Office **prior** to the admission deadline.
- ❑ Test of English as a Foreign Language (TOEFL) is required of applicants from countries where English is not the official language. For information about TOEFL write to: **Educational Testing Service Box 899, Princeton, NJ 08540 USA.**
- ❑ The Certificate of Finances form Documentation of financial support must be submitted along with the Certificate of Finance form to verify the availability of funds for at least the first year of study; and projected support for the remainder of the program. Documentation should include an official statement from the bank, or lending institution, to confirm the availability of funds. These must reflect the availability of funds for tuition, fees, and living expenses while attending the University of the Virgin Islands.

Please note: The I-20 Immigration Form will not be issued until the applicant has been accepted for admission and submitted evidence of their ability to pay tuition, fees and miscellaneous expenses. There is a charge of \$100.00 US for the I-901 processing fee (pay on-line at www.ice.gov/graphics/sevis/i901/faq4.html or print and mail the form from www.ice.gov/sevis/i901) or you will not be able to get an appointment for the interview at the Embassy. The I-20 is then taken to the nearest embassy, where students may be issued approval to pursue academic study in the U.S. INS regulations governing non-immigrant "F-1" students require that all persons in this status must pursue a full-time course of study, the equivalent of 12 undergraduate credits per semester. Failure to do so will render the student in violation of their "F-1" visa status. You may not attend the University full-time on a B-2 visa.