

Undergraduate Application

FOR ACCELERATED PROGRAMS



This is an exciting time at Stevenson University. Formerly Villa Julie College, the University is poised to continue as a leading institution serving the region's adult learners.

With course content aimed at advancing your career and programs designed to fit your busy lifestyle, earning a degree at Stevenson University is a smart investment in your future.

Admissions Office

410-486-7001
1-877-468-6852
admissions@stevenson.edu

WebXpress Questions:

Tech Connection
443-334-3000

Student Solution Center

443-334-3400

Registrar's Office

443-334-2206

APPLICATION DEADLINE

Stevenson University's Admissions Office reviews applications on a rolling basis throughout the year. However, the University strongly encourages students applying to accelerated programs to apply no less than four (4) weeks prior to that program's start date.

FINANCIAL AID DEADLINE

Our Financial Aid Office strongly recommends that students monitor closely the Federal Government's guidelines as well as those listed on the University's Financial Aid website.

It is suggested that applicants for any program starting in the fall complete the Free Application for Federal Student Aid (FAFSA) online by February 15 of that year. Applicants for any program starting in the spring should complete the FAFSA by October 15 just prior to the spring entry.

ACCELERATED PROGRAMS

Business Administration
(5- and 8-week formats)

Business Information Systems
(8-week format)

Computer Information Systems
(8-week format)

Interdisciplinary Studies
(5- and 8-week formats)

Paralegal Studies
(Alternate weekends and 8-week formats)

RN to BS Nursing
(5- and 10-week formats)

ADMISSION CHECKLIST

- Complete the Undergraduate Application for Accelerated Programs
- College Transcripts
Submit official college transcript(s) from each college or university previously attended. A final transcript must be sent upon completion of any coursework in progress.
- High School Transcript or GED
If you have fewer than 30 college-level credits earned, submit your official high school or GED transcript.

OPTIONAL INFORMATION

- Personal Statement – Compose an essay discussing past academic history and/or certification licenses.
- Resume – Summarize professional work experience
- Letters of Recommendation (2)

INTERNATIONAL STUDENTS

In addition to all of the stated admission requirements, all international students (except U.S. Permanent Residents) must submit the following information for admission:

- TOEFL Scores
International students must demonstrate a satisfactory level of English proficiency. Students whose native or official language is not English must submit an official TOEFL (Test of English as a Foreign Language) score. The following TOEFL scores are required for admission: 213 or higher (computer-based), 80 or higher (Internet-based), or 550 or higher (paper-based). International students who have completed the courses equivalent to ENG 151 and ENG 152 at Stevenson University with a "C" or better may be exempt from providing TOEFL scores.
- Transcript Evaluation
All applicants who have attended a post-secondary institution outside the United States must submit official transcripts for evaluation directly to World Education Services (WES) www.wes.org or American Association of Collegiate Registrars & Admissions Officers (AACRAO) www.aacrao.org.
- Financial Resource Verification
An official statement from the international student's bank verifying the student's financial resources for the entire cost of attendance for one year must be submitted along with a literal English translation if necessary. In addition, the Declaration of Finances form, which is downloadable on the Stevenson University website, must be submitted.
- Copy of Passport ID Page

Additional Requirements for International Students Currently in the United States

An international student currently attending an institution in the United States must submit a copy of his or her I-94, U.S visa, and current I-20 (if F-1).

Additional Requirements for U.S. Permanent Residents

Submit a legible photocopy of both sides of the Permanent Resident card.

Admissions Office
 10945 Boulevard Circle, Suite 200
 Owings Mills, Maryland 21117
 Locally: 410.486.7001
 Toll free: 877.468.6852
 Fax: 443.352.4440
 E-mail: admissions@stevenson.edu
 Website: www.stevenson.edu

STEVENSON

UNIVERSITY

FOR OFFICE USE:	
ID#	_____
PRSP	_____
ASUM	_____

Undergraduate Application for Admission to Accelerated Programs

Be sure to fill out the application completely. You must sign and date the application. Please type or print clearly.

Mr. Ms. Mrs. _____
LAST NAME FIRST NAME MIDDLE NAME PREFERRED FIRST NAME

Other names which may appear on your records _____

Permanent Address _____
NUMBER & STREET

CITY STATE ZIP COUNTY COUNTRY

Social Security Number (optional) _____ Home Telephone _____ Cellular Telephone _____

E-mail Address (i.e., admissions@stevenson.edu) _____ Work Telephone _____

Gender (optional) Male Female Date of Birth _____ Place of Birth _____
City, State, Country

Citizenship status: U.S. Citizen Permanent U.S. Resident* Other (specify country and visa type) _____

Is English your first language? Yes No If No, what is your first language? _____

Are you active-duty military? Yes No If so, which branch? _____ Are you a member of the Maryland National Guard Yes No

I am applying for admission to (state the Accelerated Program you desire - see listing on opposite page)

I would like to enter this program in Fall 20__ __ Spring 20__ __ Summer 20__ __

Are you currently employed? Yes No Employer _____
NAME

ADDRESS WORK PHONE

Have you previously applied to or taken classes at SU? Yes No If Yes, semester and year (i.e. Fall 2000) _____

Additional Contact Information - (Please supply us with the name and address of a spouse, close relative, or significant other in case of emergency)

LAST NAME FIRST NAME

NUMBER AND STREET OF CURRENT MAILING ADDRESS CITY STATE ZIP CODE

HOME TELEPHONE NUMBER WORK TELEPHONE NUMBER CELLULAR TELEPHONE

Spouse Relative Other

* All applicants who currently hold a U.S. visa or Permanent Resident card must submit photocopies of the front and back of the card. Failure to do so will delay the admissions process.

In compliance with the USDOE Crime Awareness and Campus Security Act of 1990, information regarding crime prevention, law enforcement authority of SU Security, policies concerning reporting of campus crimes, and crime statistics for the last three years may be obtained from the SU.

Last Name _____ First Name _____ Address _____

HIGHEST LEVEL OF EDUCATION COMPLETED

Please Check:

- High School Diploma or GED Some College or Trade School College Degree
Some post-graduate course work or certificates Graduate Degree Doctoral Degree

List all colleges and universities previously attended, in order of attendance, whether or not credit was earned or desired for transfer. Failure to indicate, at the time of application, any registration at another college or university may invalidate your admission.

COLLEGE / UNIVERSITY ATTENDED	LOCATION (City, State)	ATTENDANCE (Mo/Yr)		CREDITS EARNED	DEGREE EARNED
		FROM	THROUGH		

List all licenses and/or certificates _____

Have you ever been convicted or found guilty of any criminal or military offense, excluding minor traffic violations?

- No Yes *If yes, please provide information on a separate sheet. Your application will be considered incomplete without this information.*

Have you ever been academically dismissed from, declared ineligible to attend, or incurred disciplinary action at any institution?

- No Yes *If yes, please provide information on a separate sheet. Your application will be considered incomplete without this information.*

PERSONAL STATEMENT (OPTIONAL)

Please provide a brief essay (250 words) on the following topic:

Why do you want to pursue this degree? Please include what plans you envision for yourself upon graduation.

OPTIONAL INFORMATION

How are you most comfortable describing yourself? (Select one or more)

- American Indian or Alaskan Native Black or African American Hispanic or Latino
 Asian or Pacific Islander Caucasian or White Other _____

How did you first become aware of Stevenson University? _____

Have you visited the official Stevenson website, www.stevenson.edu? Yes No

List any friends or relatives who are currently members of faculty or staff at Stevenson University _____

List any friends or relatives who have attended or are now attending Stevenson University _____

To which other colleges are you planning to apply? _____

I certify that this and all information submitted on behalf of my application is true and complete to the best of my knowledge. I understand that falsification or omission of any information I provide could result in the denial of admission or retroactive dismissal from the University without refund or course credit. I authorize any school, colleges, or universities I previously attended to release personal and/or academic information to Stevenson University. Should Stevenson University need to release any of the following information to third-parties as part of a scholarship competition/selection I consent to such and waive those protections afforded by the Family Educational Rights and Privacy Act of 1974.

I voluntarily give Stevenson University permission to apply my scholarships and financial aid against current charges for educationally related activities other than tuition, fees and housing on my student account. I understand that I have the right to rescind this request, in writing, at any time.

Student's Signature _____ **Date** _____

Admission to the University, and the University's scholarship/loan programs is determined without regard to race, color, sex, religion, national or ethnic origin, or handicap. The University complies with all applicable laws and federal regulations regarding discrimination and accessibility due to the condition of handicap, age, veteran status, and otherwise.