

Undergraduate Admissions Directory

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UNDERGRADUATE ADMISSIONS

Alvernia University grants admission to students whose prior educational and life experience enhance the diversity and collegiate experience for the entire student body. It is the policy of Alvernia to offer admission to applicants without regard to race, color, creed, sex, age, religion or national origin. Application to Alvernia University is on a rolling admissions basis as is notification of acceptance to the university. Many factors are considered for admission, including academic performance, standardized test scores, extracurricular activities, class rank, community involvement, and letters of recommendation. An interview may be required of select students before the Admissions Office makes a decision. Students who graduated from a secondary school, received a high school equivalency certificate, or are in good standing at regionally accredited two and four-year institutions will be considered for admission.

The university reserves the right to change its admissions policies as necessary. Every effort is made to provide advance information regarding such changes.

Questions regarding undergraduate admission to Alvernia University should be directed to the Admissions Office, Alvernia University, 400 Saint Bernadine Street, Reading, PA 19607, 1-888-ALVERNIA, or admissions@alvernia.edu.

Freshman Admission Process

Students seeking admission to Alvernia University may apply any time after completion of the junior year in high school. All candidates should submit the following:

1. Application for admission
2. \$25 non-refundable application fee
3. Official secondary school transcripts or record of equivalency
4. Official SAT or ACT scores
5. Personal Essay

Note: Students seeking admission to the Nursing Program must submit two letters of reference.

High School Preparation

High school preparation should include: Four years each of English and Mathematics, three years of Social Science, and two years each of Science and Foreign Language.

Standardized Test Scores

First-year students applying for admission to the university within five years of high school graduation, and who have not attended another institution of higher

education are required to submit scores from the SAT or the ACT. Standardized test scores must be submitted directly to the university from the testing service or the high school transcript.

Home Schooled Students

Home schooled students must submit an application for admission, application fee, a personal essay, ACT or SAT test scores (submitted directly from the testing agency), as well as an official transcript provided by the authorized educational agency. An admissions interview may also be required. Additional documentation such as course descriptions, course content, etc., may be required from the teacher or educational agency.

Notification of Freshman Admission

Applicants are notified of a decision as soon as all credentials have been received and evaluated. Students must submit a non-refundable confirmation deposit of \$300, due by May 1 or two weeks after acceptance to the university if acceptance occurs after May 1 to hold a place in the class. All offers of admission are contingent upon successful completion of the student's high school program or equivalency.

Conditional Admission Programs

First-year students who show academic potential but do not meet all of the university's entrance requirements may be offered a place in the Freshman Foundations Program. This program involves coursework, special advising, and social activities designed to give students a strong foundation for their college career. For more information, contact the Office of Undergraduate Admissions.

Early Admission Program

Alvernia University provides high school students who have demonstrated outstanding high school achievement and/or have exhausted the courses offered by their high school the opportunity to be admitted to Alvernia at the end of their junior year. Early admission candidates must fulfill the same criteria for admission as regular freshman applicants, must submit teacher and counselor recommendations, and must have a personal interview with the admissions committee. Students who are admitted under this program are able to complete the requirements for their high school diploma, while also earning college credits for their freshman year. The university must receive written approval from the student's parents, as well as a statement from the high school principal and guidance counselor that outlines specific college courses that will enable the candidate to receive a high school diploma upon completion of the first year at Alvernia.

College Credit for High School Students

High school students may enroll on a part-time basis and receive college credit at Alvernia University. Alvernia must receive written approval from the

student's parents, the high school principal and high school guidance counselor. For more information contact the Office of Undergraduate Admissions.

Re-Entry Admission Process

Students who have attended Alvernia previously and have left the university for one academic year or more, or have attended another institution must re-apply for admission. Re-entry students should be in good standing to be considered for re-admission. Students wishing to return to the university must submit:

1. Application for admission
2. Official transcripts of all colleges and universities attended since Alvernia. Credit may be given for coursework in which the student has earned "C" or higher.
3. Official high school and college transcripts if they have not attended in the last five years.

Notification of Re-Entry Admission

Applicants are notified of an admission decision once all required credentials have been received and evaluated. All acceptances are contingent upon the satisfactory completion of all college coursework and maintaining the minimum transfer GPA requirements; and are subject to department chair approval in some cases. Students need to complete the Confirmation of Enrollment form and return the form to the Office of Admissions to reserve their place in the class.

Transfer Admission Process

Transfer students seeking admission to Alvernia University may apply any time. A minimum transfer grade point average of 2.0 is required (higher for some majors). Students may transfer a maximum of 75 credits from regionally accredited two and four-year institutions. Transfer credit may be given for college courses in which the applicant has earned a "C" or higher. Students must complete a minimum of 45 credits at Alvernia University to be eligible to earn a degree. All candidates should submit the following:

1. Application for admission
2. \$25 non-refundable application fee
3. Official transcripts for all previous college work. An official transcript of all previous work is required whether a student has earned transfer credits or not, or whether a student wants transfer credits.
4. Official secondary school transcripts or equivalency

Note: Students seeking admission to the Nursing Program must submit two letters of reference.

Notification of Transfer Admission

Applicants are notified of a decision by Alvernia University as soon as all credentials have been received and evaluated, with the exception of the Nursing and Occupational Therapy programs. Students must submit a non-refundable enrollment deposit of \$300 along with the Confirmation of Enrollment form, due by May 1 or two weeks after acceptance to the university if acceptance occurs after May 1 to hold a place in the class. All acceptances are contingent upon the satisfactory completion of all college coursework and maintaining the minimum transfer GPA requirement.

International Admission Process

Students from other nations seeking admission to Alvernia University should submit the following:

1. Application for admission
2. \$25 non-refundable application fee
3. Official secondary school transcripts or general equivalency diploma (GED) accompanied by either World Education Services (WES) or Josef Silny and Associates evaluation
4. Official university transcripts accompanied by either World Education Services (WES) or Josef Silny and Associates evaluation (if applicable)
5. Official scores from the TOEFL, SAT, or ACT. TOEFL (minimum score 550 for paper-based test, 190-213 for computer-based test, or 75-80 for the internet based test). If a student has had at least two consecutive years of education in an American high school or institution of higher education, the TOEFL requirement may be waived. A transcript from the American school should suffice for proof unless otherwise determined by the Admissions Office.
6. International Student Financial Statement document

Note: Students seeking admission to the Nursing Program must submit two letters of reference.

The university uses the Student and Exchange Visitor Information System (SEVIS) to facilitate compliance with regulations set forth by the United States Citizen and Immigration Services (USCIS).

Notification of International Admission

Applicants are notified of a decision by Alvernia University once all credentials have been received and evaluated. Students must submit a non-refundable enrollment deposit of \$300 along with the Confirmation of Enrollment form, due by May 1 or two weeks after acceptance to the university if acceptance occurs after May 1 to hold a place in the class. All offers of admission are contingent upon successful completion of the student's high school program or equivalency. The I-20 form will be issued once the student has been accepted and has confirmed his or her enrollment to Alvernia.

Deferred Action Admissions Process

Students seeking admission to Alvernia University who qualify for Deferred Action as regulated by the Department of Homeland Security (DHS) may apply to Alvernia University. All candidates should submit the following:

1. Application for admission
2. \$25 non-refundable application fee
3. Official secondary school transcript or record of equivalency
4. Official SAT or ACT scores
5. Official transcripts for all previous college work. An official transcript of all previous work is required whether a student has earned transfer credits or not, or whether a student wants transfer credits.
6. Personal Essay
7. Copy of DHS application for Deferred Action receipt
8. Notice for Biometrics appointment*
9. Copy of Employment Authorization Document (EAD)*
10. Copy of Social Security card*
11. Copy of DHS Approval Notice**

**Alvernia University understands that these documents may not be available upon application. However, they must be submitted prior to the first day of classes.*

*** It is in the best interest of all applicants to submit copies of all DHS communication. Alvernia Admissions reserves the right to request additional documentation and/or an interview to complete the application process.*

Military/Veteran Students

Alvernia University recognizes the importance of military service and thanks our students for their contributions. Students should submit all necessary admission paperwork as well as their DD214 when available. Military and veteran students are given a specific contact in Admissions and Student Financial Planning to help ease their transition. Students do not need to pay \$300 confirmation of enrollment fee.

General Admission Information

Special Needs Students

The university determines its ability to meet the specific requests of special needs students on a case-by-case basis. Reasonable accommodations, as defined by Act 504 and the Americans with Disabilities Act (ADA), are provided when

students self-identify and provide documentation to the university's Americans with Disabilities Act Coordinator. The ADA Director is located in BH 1121-A. Details on academic support for special needs students can be found in the Academic Support Services section of this catalog.

Non-Degree Seeking Students

Students who wish to take courses at Alvernia, but do not plan to earn an Alvernia degree, may do so. These students do not need to apply for admission, but should contact the Office of the Registrar for more information.

Advanced Standing

Some students may be interested in advanced standing when they enter Alvernia University. Information on Advanced Placement, Dual Credit, Challenge Examination, and CLEP is available in the Academic Information section of this catalog.

Deferring Admission

It is possible to defer an acceptance to the university for one year as long as the student does not attend any other higher educational institution. After one year, or attendance at another higher educational institution, a student must reapply for admission.