

LAFAYETTE

A NATIONAL REPUTATION FOR ACADEMIC EXCELLENCE

Office of Admissions, 118 Markle Hall, Easton, PA 18042-1770

APPLICATION FOR TRANSFER ADMISSION

TRANSFER ADMISSION CRITERIA

Lafayette College welcomes applications from well-qualified students who wish to transfer from accredited junior colleges, community colleges, or four-year institutions. In addition, applicants who may have interrupted their academic career for a period of time for family or job responsibilities are encouraged to apply. All applicants must be eligible to continue at, or return to, their previous institution.

To be considered a transfer applicant, a student must be a high school graduate or have a G.E.D. (General Equivalency Diploma), and have a minimum of three transferable courses taken after fulfilling high school graduation requirements. Transfer students are normally required to spend two academic years at Lafayette in order to be eligible for graduation. Campus housing is available for all incoming transfer students.

Your application for transfer admission is valid only for the semester for which you apply. If you would like your application to be considered for a subsequent semester, please make this request in writing to the attention of the Transfer Admissions Coordinator.

It is your responsibility to see that all required documents are sent to and received by our office in a timely manner. Only one notification of missing credentials will be sent. To check the status of your application, contact the Office of Admissions.

TIMETABLE

The *preferred* application deadline for **fall semester** admission is May 1 which gives the committee ample time to review the application; however, applications received by June 1 will be reviewed.

In the majority of cases, notification of admission decisions for fall-semester transfer applications is mailed in June. Some candidates may be notified in late April or early May, if all required documents including the Academic Progress Report have been received.

Those applying for the **spring semester**, which begins in late January, must submit materials no later than Nov. 1. Spring-semester transfer candidates are usually notified in late December or early January.

Requests to learn of an admissions decision prior to the timetable must be made to the Transfer Admissions Coordinator in writing or where indicated on the Academic Progress Report. Decisions will not be released over the telephone.

INSTRUCTIONS

1. Please answer ALL questions on the application. If you do not use the space provided for your essay, attach it to the back of the application. If you feel there are circumstances

in your case which are not adequately covered by the information requested on the application form, you may attach a supplementary statement.

2. Staple to the first page of the application a nonrefundable application fee of \$60 (check or money order payable to Lafayette College).

3. Arrange to have an official copy of your final high school transcript sent from your high school directly to the Office of Admissions at Lafayette College. Students submitting a G.E.D. must also forward an official transcript showing any high school work completed. The G.E.D. documentation must be from the state education department and must list specific grades received.

4. Lafayette requires applicants to submit scores from the Scholastic Assessment Test (SAT I) or American College Testing (ACT) program. If these scores do not appear on your official high school transcript, please request the College Board or the American College Testing Program to send the official results to Lafayette. Test scores will only be considered if the test was taken during the junior and/or senior year of high school. International transfer applicants are required to submit either SAT or ACT test scores, along with TOEFL (Test of English as a Foreign Language), if English is not the native tongue.

5. Arrange to have official transcripts from all colleges and universities attended sent to Lafayette.

6. Write your name on the enclosed "Dean's Recommendation for Transfer" form and request the Dean of Students, Dean of the College, or the appropriate college official who has access to both your academic and personal records to complete and return the form promptly to the Office of Admissions at Lafayette. No action can be taken on a transfer application until this form has been received. A recommendation from an academic adviser or a professor from whom you have taken a course may supplement, but not replace, the Dean's recommendation. You may submit a recommendation from a professor or teacher; however, such a recommendation is not required.

7. If you wish an admissions decision to be made on your application before a final college transcript is available, please complete the "Academic Progress Report" form enclosed in this application. Indicate clearly on the form the date by which you would prefer a decision if one is needed ahead of the timetable indicated above.

CAMPUS VISITS

A personal interview with a member of the admissions staff is available and strongly recommended for transfer applicants, particularly for those students living within two hours of the College. In addition to a personal interview, we offer the opportunity for interested students to attend classes, talk with a professor in a particular academic department and/or meet with a current student. For an appointment, please write or telephone.

If you are unable to come to campus for an interview, please feel free to supplement the required documentation with any additional relevant information describing your academic background and reasons that you desire to transfer to Lafayette. Telephone interviews with the Transfer Admissions Coordinator are also available. Please call (610) 330-5100 to arrange one.

FINANCIAL AID

Transfer students who plan to apply for financial aid should file the CSS Profile and the Free Application for Federal Student Aid (FAFSA) no later than May 1 for fall semester admission, and no later than Nov. 1 for spring semester admission. The Profile registration form and the FAFSA can be obtained from your current institution's Financial Aid Office. Online users may obtain the CSS Profile through www.collegeboard.com and the FAFSA via www.fafsa.ed.gov. Financial aid transcripts from all post-secondary institutions attended are also required.

All transfer students will receive the maximum amount of state and federal aid for which they are eligible through the analysis of the information on the FAFSA. Grant aid

awarded by Lafayette College is based on more detailed financial information from the CSS Profile. College-awarded aid for transfer students is competitive; however, we attempt to aid as many transfer students as possible. *Financial aid is not available for foreign national transfer students.*

TRANSFER CREDITS

A student who transfers from a regionally accredited institution may be granted credit toward a Lafayette degree for courses that are considered consistent with the goals of the candidate's academic program at Lafayette and in which the candidate has achieved a grade of C or higher (2.0 on a 4.0 scale).

The maximum amount of transfer credit that may be awarded Bachelor of Arts degree candidates is 16 Lafayette semester courses. For Bachelor of Science candidates, the maximum transfer credits that may be awarded is one-half the number of semester courses in the degree program. Normally, at least one-half the courses to be applied toward the major must be taken at Lafayette.

A course catalog from each college/university attended is required in order to complete a Statement of Transfer Credit. If you are not able to obtain a catalog, you may copy and send to the Office of Admissions the pages of the catalog containing course descriptions, degree requirements, and an explanation of the credit and grading systems. In certain instances, other course information (e.g. course syllabus) may be required.

The Lafayette College Course Catalog is only available online. Go to www.lafayette.edu, click on "academics."

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Fall Semester 200__ Spring Semester 200__

PERSONAL DATA

Legal name: _____
last first middle (complete)

Prefer to be called (nickname): _____ Former last name(s), if any: _____

Mailing address: _____
street

city/country state zip Email: _____

Telephone at mailing address: _____ Use until: _____
area code number month/day/year

Permanent home address (if different from mailing address): _____
street

city county state zip

Permanent home telephone: _____ FAX number: _____
area code number

Have you ever applied to Lafayette before? No Yes As a freshman or transfer?

Date of last application: _____

Gender: _____ Birth date: _____

Citizenship: U.S./dual U.S. If dual, please specify other citizenship: _____

U.S. Permanent Resident visa (citizen of _____). Other citizenship, please specify: _____

If you are not a U.S. citizen but live in the U.S., how long have you been here? _____

In what languages are you fluent? _____

If not English, please explain on a separate sheet of paper.

Will you be a candidate for financial aid? Yes No If yes, the form(s) was/will be filed on (date): _____

OPTIONAL

Social Security Number (if any): _____

How would you describe yourself (please check one):

American Indian/Alaskan Native (indicate tribal affiliation)

Asian or Pacific Islander (including Indian subcontinent)
(please identify) _____

African American/Black

African descent/West Indian

Hispanic/Latino (including Puerto Rican and Cuban)

Multiracial (please identify) _____

White, Anglo, Caucasian (non-Hispanic)

Other (specify): _____

Place of birth: _____ Marital status: _____

Parents' countries of birth: Mother _____ Father _____

TEST INFORMATION

Submission of standardized test scores is required for admission consideration. Please list your test scores below.

SAT I (or SAT)

_____	_____	_____	_____	_____	_____
<i>Date Taken</i>	<i>Verbal Score</i>	<i>Math Score</i>	<i>Date Taken</i>	<i>Verbal Score</i>	<i>Math Score</i>

ACT

_____	_____	_____	_____	_____	_____
<i>Date Taken</i>	<i>English Score</i>	<i>Math Score</i>	<i>Reading Score</i>	<i>Science Score</i>	<i>Composite Score</i>

SAT II Subject Tests

_____	_____	_____	_____	_____	_____	_____	_____	_____
<i>Date</i>	<i>Subject</i>	<i>Score</i>	<i>Date</i>	<i>Subject</i>	<i>Score</i>	<i>Date</i>	<i>Subject</i>	<i>Score</i>

LAFAYETTE COLLEGE MAJORS

Please indicate the one major in which you are most interested. If your major of choice offers both Bachelor of Science and Bachelor of Arts programs, please indicate one or the other, *but not both*. If you wish to pursue the five-year, two-degree program, please select two B.S. majors or a B.S. major and an A.B. major.

BACHELOR OF ARTS PROGRAMS

- Africana Studies
- American Studies
- Anthropology and Sociology
- Art
- Biochemistry
- Biology
- Chemistry
- Computer Science
- Economics and Business
- Engineering
- English
- French
- Geology
- German
- Government and Law
- Government & Law and Foreign Language

- History
- History and Government & Law
- History and Religion
- International Affairs
- International Economics and Commerce
- Mathematics
- Mathematics-Economics
- Music
- Philosophy
- Physics
- Psychology
- Religion
- Religion and Politics
- Russian and East European Studies
- Spanish

BACHELOR OF SCIENCE PROGRAMS

- Biochemistry
- Biology
- Chemical Engineering
- Chemistry
- Civil Engineering
- Computer Science
- Electrical and Computer Engineering
- Engineering, branch undecided
- International Studies/Engineering (two degrees, A.B./B.S.)
- Geology
- Mathematics
- Mechanical Engineering
- Neuroscience
- Physics
- Psychology

Five-year, two-degree program (majors checked off above) or International Studies and Engineering

List possible career or graduate school plans: _____

EDUCATIONAL DATA

Please list all secondary schools that you have attended, grades 9-12.

Name of School	Location (city, state, and/or country)	Dates of Attendance from mo/yr to mo/yr
_____	_____	_____
_____	_____	_____

Please list all colleges/universities where you have taken courses for credit (beginning with most recent). Request each institution to send an official transcript as soon as possible.

Name of College/Univ.	Location (city, state, and/or country)	Dates of Attendance from mo/yr to mo/yr	4 or 2-yr	Full- or part-time
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

If not currently attending school, please check here:
 Describe in detail, on a separate sheet, your activities since last enrolled.

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ACTIVITIES

Please list below, in order of importance to you, significant achievements and cocurricular activities and the grade or year in college in which you participated in these activities. **Mark those activities that you wish to continue with an asterisk.** You may submit a résumé, if you wish.

Secondary School _____

College _____

Community/Family _____

WORK EXPERIENCE *(including summer)*

Type of Work	Name of Company/Business	Dates from mo/yr to mo/yr	Hours per week
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

U.S. Military Service

Branch	Rank	Type of Discharge	Dates (mo/yr to mo/yr)
_____	_____	_____	_____

FAMILY

Mother's full name: _____ Is she living? _____

Home address if different from yours: _____
number and street

_____ *city* _____ *state* _____ *zip*

Occupation: _____
describe briefly _____ *name of business or organization*

Name of college (if any): _____ Degree: _____ Year: _____

_____ Degree: _____ Year: _____

Father's full name: _____ Is he living? _____

Home address if different from yours: _____
number and street

_____ *city* _____ *state* _____ *zip*

Occupation: _____
describe briefly _____ *name of business or organization*

Name of college (if any): _____ Degree: _____ Year: _____

_____ Degree: _____ Year: _____

If not with both parents, with whom do you make your permanent home: _____

Please check if parents are: married separated divorced (date: _____) other _____

Please give the names and ages of your brothers or sisters. If they have attended college, give the names of the institutions attending/attended:

Please state names, classes, and relationships to you of any relatives who have attended, or are attending, Lafayette College (attach a separate sheet, if necessary).

Name: _____ Class: _____ Relationship to you: _____

Name: _____ Class: _____ Relationship to you: _____

TRANSFER STATEMENTS (Please limit your response to the space provided.)

Why do you wish to leave your present (or why did you leave your former) college or university?

Why do you wish to attend Lafayette College?

Are you in good academic standing and eligible to continue at the institution in which you are/were most recently enrolled? ___ Yes ___ No

In college, were you ever on academic or disciplinary probation? ___ Yes ___ No If yes, explain.

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ESSAY

This essay helps us become acquainted with you in ways different from courses, grades, test scores, and other objective data. It enables you to demonstrate your ability to organize thoughts and express yourself. Please write an essay about one of the topics listed below. Your essay should be no fewer than 250 and no more than 500 words. Please use the space provided below, or attach your essay to this page (with your name on each page).

1. Describe how you and your view of a college education have changed since leaving high school.
2. Describe your family and its influence on you.

My signature below indicates that all information in my application is complete, factually correct, and honestly presented.

Signature: _____ Date: _____

Lafayette College complies with federal and state legislation and does not in any way discriminate in educational programs or in employment on the basis of gender, race, color, religion, creed, national origin, ancestry, age, physical handicap, or sexual orientation. The admissions process at private undergraduate institutions is exempt from the federal regulation implementing Title IX of the Education Amendments of 1972.

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DEAN'S RECOMMENDATION FOR TRANSFER ADMISSION

To the Applicant: Write your name on the line below and request the Dean of Students/Student Services or the Dean of your college/university (or whichever administrative officer has access to both your academic and personal permanent files) to complete this form.

Name of Applicant: _____

CONFIDENTIALITY: (*Family Education Rights and Privacy Act of 1974*)

This form is to be used as a recommendation for admissions purposes. As currently interpreted by the Department of Education, the Act provides that applicants who subsequently enroll will have a right to inspect and review this recommendation if it is retained by the College, unless this right to review is waived in writing. Sign your name below **only** if you wish to waive your right to access to this recommendation.

I request that this recommendation be sent to Lafayette College with the understanding that it will be used for admissions purposes. I understand that I may not read this recommendation and agree that I will not seek to do so, either while I am attending Lafayette College or subsequently.

Signature _____ Date _____

To the Dean: The above-named student is applying for admission to Lafayette College as a transfer student. Please complete **both** sides of this form. Feel free to attach an additional sheet of paper, if necessary.

1. Is this student presently in good academic standing? ___ Yes ___ No
If not, explain:

2. Has this student ever been placed on probation or dismissed from your institution for academic or disciplinary reasons? ___ Yes ___ No
If yes, explain:

3. Do you have any reason to doubt this student's academic or personal integrity? ___ Yes ___ No
If yes, explain:

4. If not currently enrolled, is this student permitted to re-enroll? ___ Yes ___ No

If not, explain:

5. What is your evaluation of this student personally and academically?

6. Did you access both the student's academic and personal permanent records at your institution in completing this form? ___ Yes ___ No

If not, explain:

Name: _____
(please print)

Title _____

College/University _____

Telephone _____
(area code) (ext.)

Fax number _____
(area code) (ext.)

Signature _____

Date _____

Please mail as soon as possible to:
Office of Admissions
Lafayette College
Easton, PA 18042-1770

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ACADEMIC PROGRESS REPORT FOR TRANSFER STUDENTS

If you wish an admissions decision to be rendered on your application prior to the end of the current academic term, please complete the front page of this form and print the name of each course you are presently taking in the space provided on the reverse side. Take this form to your professors and have them complete the remaining information.

A final transcript is still required and if you are accepted prior to our receiving this transcript, your admission is dependent upon your maintaining a record of academic achievement and personal deportment consistent with the record on which the acceptance was based. We can only consider your request if all required application materials have been received. In addition, we cannot alter the financial aid cycle as the considerations made for financial assistance are separate from the admissions process.

When feasible, an admission decision will be made by the date requested. When delays occur, it is usually due to an incomplete file, or the need to wait for final grades. If you have not heard by the requested date, please call and ask to speak with the Transfer Admissions Coordinator.

Name: _____

Name of college/university currently attending: _____

This evaluation is being completed:

___ after midterm examinations

___ at midpoint of term

___ just before finals

My present term ends: _____

If possible, I would like to learn of my transfer admissions decision by: _____

My signature below indicates that all the information on this form is complete, factually correct, and honestly presented.

Signature: _____ Date: _____

Course number & title: _____

Grade _____ Professor's signature _____ Date _____

Comments:

Course number & title: _____

Grade _____ Professor's signature _____ Date _____

Comments:

Course number & title: _____

Grade _____ Professor's signature _____ Date _____

Comments:

Course number & title: _____

Grade _____ Professor's signature _____ Date _____

Comments:

Course number & title: _____

Grade _____ Professor's signature _____ Date _____

Comments: