

FEE WAIVED



**SAINT FRANCIS
UNIVERSITY**
FOUNDED 1847

APPLICATION FOR ADMISSION
2009 – 10 ACADEMIC YEAR

Saint Francis University
Office of Admissions
P.O. Box 600
Loretto, Pennsylvania 15940-0600

814-472-3100 (Office of Admissions)
814-472-3010 (Office of Financial Aid)
866-DIAL SFU (866-342-5738)
814-472-3335 (Fax)
admissions@francis.edu
www.francis.edu

INSTRUCTIONS AND POLICIES

Completely fill out Part I (pages 2–6) of this application. After completion, deliver Part I along with the \$30 application fee to the Guidance Office of the secondary school from which you were graduated or expect to graduate.

Part II (on the back) is to be completed by your high school guidance counselor and forwarded with your official high school transcripts, standardized test results (SAT or ACT). You also are required to submit at least one letter of recommendation from a teacher who has taught you in an academic subject (for example English, Mathematics, History, etc.) to the Office of Admissions. Applicants must submit a writing sample, per question 41 on the application for admission.

If you have been out of high school for five or more years, you need not submit standardized test scores or Part II of this application. Students previously enrolled full-time at Saint Francis University and are seeking Readmission should contact the Office of Admissions at (814) 472-3100.

FRESHMEN ADMISSION

A first-time student who wishes to enroll in a degree-seeking program on a full-time basis (12 or more credits). Students may submit an application anytime, usually after September 1 of their senior year. In order to receive full consideration, it is recommended that students submit a completed application by May 1 of their senior year. Saint Francis University operates under a rolling admissions policy with the exception of the **occupational therapy, physical therapy and physician assistant** majors, which have a **January 15** application deadline. Applicants for the occupational therapy, physical therapy and physician assistant majors must have ALL requirements (transcripts, academic letter of recommendation, etc.) on file in the Office of Admissions no later than January 15.

TRANSFER ADMISSION

A student who has successfully completed twelve or more college credits and wishes to enroll in a degree-seeking program on a full-time basis (12 or more credits). Students may apply for Fall or Spring semester. To be considered for admission, transfer students are required to submit the completed application for admission, official transcript(s) from all post-secondary and high school institutions they attended, standardized test results (SAT or ACT), and the Saint Francis University College Clearance Form. The Physician Assistant and Physical Therapy programs do not accept undergraduate transfer students.

INTERNATIONAL APPLICANTS

A non-U.S. citizen wishing to enroll in a degree-seeking program on a full-time basis (12 or more credits). Students applying for transfer (9 or more college credits) or regular international admission must follow the international applicant guidelines. Upon application, all students must submit a transcript converted to the U.S. academic scale, the TOEFL (Test of English as a Foreign Language) or the IELTS (International English Language Testing System), financial aid form, and a certified financial affidavit affixed with a seal.

FINANCIAL AID AND SCHOLARSHIPS

All applicants requesting financial assistance must complete the Free Application for Federal Student Aid (FAFSA). The FAFSA Title IV code for Saint Francis University is 003366. All Saint Francis University scholarships are awarded for four years of undergraduate study or until completion of the first bachelor's degree. For full consideration of a Saint Francis University scholarship, students must have a complete application on file **before March 1** and must be a first-time, full-time student.

Academic Scholarships: Saint Francis University offers merit-based scholarships that depend entirely on academic performance. Students are automatically considered for academic scholarships based on the completed application, provided they meet the minimum academic scholarship requirements of: A cumulative 3.0 Grade Point Average and 1000 SAT (Math & Critical Reading) or minimum ACT composite of 22.

Co-Curricular Scholarships: Students who do not meet minimum criteria for an academic scholarship may be considered for a Red Flash Co-Curricular award based upon demonstrated leadership, service and other types of co-curricular involvement that has the potential to enhance the Saint Francis University community. *Students interested in being considered for a Red Flash Co-Curricular Award must indicate their interest in question 39 of the application for admission, and are strongly encouraged to submit supporting credentials, i.e., resumé, activities list, community service log, etc., to support their request for consideration.*

RESIDENCE REGULATIONS

As a residential university, Saint Francis expects all students to live in University-owned housing unless they are living with their parents or legal guardian in the local area. Seniors, students who are 21 years of age or older, or married before September 1 of the year they wish to live off campus are exempt from this requirement. We recommend consulting with the Office of Residence Life prior to considering living off campus.

OFFICE USE ONLY

	A	AF	H	HST	CTX	CEEB	CCF	REC	ESY
Req.									
Recd.									

PART I

PERSONAL INFORMATION:

1. **Name** Last _____ Suffix _____ First _____ Middle Initial _____
Maiden _____ Preferred First Name _____
2. **Mailing address** Number and Street _____
City, State, Zip/Postal Code _____ Valid Until _____
Country _____
3. Male Female
4. Single Married
5. **Date of birth** _____ **Country of birth** _____
6. **Social security number** _____
7. **Permanent mailing address** (if different from #2) _____
8. **Phone number** (_____) _____ **Cell number** (_____) _____
9. **E-mail address** _____ **Skype address** _____
10. **Instant messenger address** _____
11. **Preferred method of contact** (Telephone, E-mail, IM) _____

NON-U.S. CITIZENS AND INTERNATIONAL APPLICANTS ONLY:

12. **Reporting your legal residence status is mandatory. Please check one:**
 I am a U.S. citizen Nonresident Alien I have a valid U.S. Residence Permit (Green Card)
 I have an F-1 student visa I will require an F-1 student visa
Type of visa you have: _____
13. **I am a citizen of** (if other than U.S.) _____
14. **If you currently hold a student visa, complete the following:**
Institution issuing I-20 (Certificate of Visa Eligibility) _____
15. **Have you taken the TOEFL?** Yes No (Check one): Paper-based Internet-based Computer-based
If no, when do you plan to take it? _____
16. **Have you taken the International English Language Testing System (IELTS) Exam?** Yes No
If yes, please indicate date and year of exam _____

ADMISSION INFORMATION:

17. Freshman Transfer International Student
18. **Term for which I am applying:** Fall Spring Summer of (year) _____ Full-time Part-time (*fewer than 12 credits*)
19. **Housing:** Resident Commuter (see Residence Regulations)
20. **Do you plan to file for financial aid?** Yes No
If so, please: 1. **File the Free Application for Federal Student Aid (FAFSA).**
2. **List Saint Francis University, P.O. Box 600, Title IV School Code is 003366 Loretto, Pennsylvania, as a college choice.**
3. **File the necessary application for your state grant.**
4. **Are there special family circumstances? Contact the Office of Financial Aid for a "Special Circumstances Form."**
5. **International Students must submit the University's International Financial Aid form and Affidavit of Financial Support. Contact the Office of Admissions or visit www.francis.edu for copies of these forms.**

21. Below is a list of majors offered at Saint Francis University. All applicants must select ONE major. If you are uncertain of a major at this time, please select Exploratory under the Undecided Major heading. Please DO NOT leave blank or select more than one major.

Undecided Major

Exploratory

School of Business

- Accounting
- Economics
- Finance
- Management
- Management Information Systems
- Marketing
- Undeclared Business

School of Health Sciences

- Exercise Physiology/Track I: Wellness Health Promotion and Pre-Allied Health (C)
- Exercise Physiology/Track II: Graduate and Pre-Professional Concentration (C)
- Nursing
- Occupational Therapy
- Physical Therapy
- Physician Assistant Sciences

School of Arts & Letters

- American Studies
- Communication Arts
- Early Childhood-Elementary (PreK-4) Education
- Middle Childhood (Grades 4-8) Education in the following areas:
 - Science
 - Math
 - Social Studies
 - English/Reading
- Secondary Education certification in the following areas:
 - Biology
 - Chemistry
 - English
 - French
 - General Science

- History (Certification in Citizenship Education)
- Mathematics
- Political Science (Certification in Citizenship Education)
- Psychology (Certification in Social Sciences)
- Social Studies
- Spanish

- English
- English/Writing (M)
- English/Literature (C)
- English/Secondary Education (C)
- French
- French/Global Cultural and Languages (C)
- French/World Languages (C)
- History
- History/Modern European History (C)
- History/Secondary Education (C)
- History/U.S. History and Government and Politics
- History/World History and Government and Politics
- Philosophy
- Political Science
- Political Science/International Studies (C)
- Political Science/Political Communications (C)
- Political Science/Secondary Education (C)
- Psychology
- Psychology/Secondary Education (C)
- Public Administration/ Government Service
- Religious Studies
- Social Work
- Sociology

- Sociology/Criminal Justice
- Spanish
- Spanish/Global Cultural and Languages (C)
- Spanish/World Languages (C)

School of Sciences

- Biology
- Biology/Biochemistry (C)
- Biology/Biological Diving (M)
- Biology/Environmental Science (C)
- Biology/Marine Biology (C)
- Biology/Pre-Professional (C)
- Biology/Secondary Education (C)
- Chemistry
- Chemistry/Biochemistry (C)
- Chemistry/Forensic (C)
- Chemistry/Pre-Professional (C)
- Chemistry/Secondary Education (C)
- Computer Science/General (C)
- Computer Science/Information and Network Security (C)
- Computer Science/Information Technology (C)
- Computer Science/Software Development (C)
- Computer Science/Web Application Development (C)
- Engineering (3-2)
- Environmental Engineering
- Environmental Engineering/ Renewable Energies (C)
- Marine and Environmental Education
- Marine and Environmental Education/Molecular Biology (C)
- Medical Technology
- Mathematics
- Mathematics/Actuarial Science (C)
- Mathematics/Computer Science (C)

- Mathematics/Physics (M)
 - Mathematics/Secondary Education (C)
 - Pharmacy (3+3 or 2+3) in Biology
 - Pharmacy (3+3 or 2+3) in Chemistry
 - Interdisciplinary Environmental Studies Major
 - Interdisciplinary Environmental Studies Major/Marine Education (C)
 - Interdisciplinary Environmental Studies Major/Environmental Education (C)
 - Interdisciplinary Environmental Studies Major/Liberal Studies in the Environment (C)
- (M) Minor
(C) Concentration

For your information, once a student enrolls at Saint Francis University, the following minors and concentrations are available to complement your chosen major:

Pre-Professional: The Pre-Professional concentration encompasses Pre-Dental, Pre-Medicine, Pre-Optometry, Pre-Podiatry and Pre-Veterinary. Students may enroll in any major course of study while pursuing a pre-professional concentration.

Additional minors/concentrations:
 Ethics
 Fine Arts
 Neuroscience
 Social Responsibility
 World Languages
 Pre-Law

22. Have you ever applied to or attended Saint Francis University before? Yes No If so, when? _____

23. Have you completed any course through the Saint Francis University Continuing Education Department (College in High School included)? If so, how many credits? _____

EDUCATIONAL INFORMATION:

24. Name, city and state of secondary school(s) you are presently attending or attended:

_____ From 19 ____ to 19 ____ From 20 ____ to 20 ____

_____ From 19 ____ to 19 ____ From 20 ____ to 20 ____

Counselor's Name _____ Current H.S. Phone (_____) _____

25. Type of high school: Private Public Parochial

26. High school CEEB number _____

27. Have you taken the SAT? Yes No If yes, list all dates _____

Have you taken the ACT? Yes No If yes, list all dates _____

Are you planning to take either again? Yes No If yes, SAT or ACT and when? _____

If you have not taken either, when will you? _____

28. IMPORTANT: Use the box at right to indicate courses to be completed in your senior year of high school. If a transfer student, list courses in progress.

First Semester	Second Semester

29a. Please check if you are a National Merit: Commended Student Semifinalist Finalist

29b. Please list any other honors, awards and/or scholarships for academic excellence you've received from school or other sources.

Please use separate page if necessary.

FAMILY INFORMATION:

Numbers 30 and 31 to be completed by those who reside with one or both parents:

30. Father's full name _____ Living Deceased

Mailing Address Number and Street _____

(if different from yours)

City, State, Zip _____ Place of Birth _____

Father's e-mail address _____ Father's phone number _____

Names of College(s) (if any)

College _____ Degree _____ Year of Graduation _____

Occupation _____ Title _____ Employer _____

31. Mother's full name _____ Living Deceased

Mailing Address Number and Street _____

(if different from yours)

City, State, Zip _____ Place of Birth _____

Mother's e-mail address _____ Mother's phone number _____

Names of College(s) (if any)

College _____ Degree _____ Year of Graduation _____

Occupation _____ Title _____ Employer _____

32. My parent(s) are: Married Separated Divorced Widowed Other _____

33. I reside with: Mother Father Both Guardian Other _____

34. To whom should information for your parent(s)/guardian(s) be addressed:

Mother Father Both Guardian(s) Other _____

35. Are you eligible for tuition remission because a parent or spouse is employed at Saint Francis University or another institution?

Yes No If yes, which institution? _____

36. Names and ages of brothers or sisters: (If they are attending or have attended college, please list institution, degree and year of graduation. Attach additional page if necessary.)

Name _____ Age _____ College _____ Degree _____ Year of Graduation _____

Name _____ Age _____ College _____ Degree _____ Year of Graduation _____

Name _____ Age _____ College _____ Degree _____ Year of Graduation _____

37. Friends or relatives who are attending or have attended Saint Francis University:

Name _____ Relationship _____ Class Year _____

Name _____ Relationship _____ Class Year _____

Name _____ Relationship _____ Class Year _____

CO-CURRICULAR ACTIVITIES:

38. List your *primary* extracurricular activities, community service, athletics, work, and/or hobbies in the order of interest to you. Include specific events, leadership positions and major accomplishments. Attach any additional information such as a resumé, activities list or third-party documentation you feel may be helpful.

Activity	Leadership role and/or other significant accomplishments:	Intend to continue in college (circle)	
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
		Yes	No
Additional information is attached.		Yes	No

39. I would like to be considered for a Red Flash Co-Curricular Award. I have read the Academic and Co-Curricular Scholarship guidelines in the instructions on page 1 of this application. Please choose one:

- I have submitted supporting credentials with my application for admission for consideration of the Red Flash Co-Curricular Award.
- I plan to forward supporting credentials for consideration of the Red Flash Co-Curricular Award.

40. I would like to be considered for a Fine Arts Award in the following areas: Pep Band/ Music Vocal Performance

ESSAY REQUIREMENT:

41. Writing Sample – In order for us to get to know you better, please choose one of the following options. All writing sample submissions must be a minimum of 250 words.

Option 1.

(For ALL Physician Assistant and Physical Therapy applicants.) Please describe how you became interested in your chosen academic discipline. You may choose to share any job-shadowing experiences, motivating factors, mentoring experiences, etc.

Option 2.

Select a recent untimed writing assignment of at least 250 words that you completed for a class, and that you feel is representative of your best work.

Option 3.

Choose a current social or ethical issue, and write an essay of at least 250 words in which you defend your position on the issue.

Option 4.

Write an essay of at least 250 words in which you discuss how one or more of your interests or activities expresses your commitment to serving others. In your essay, be sure to discuss how your involvement in the activity or interest has helped you make a positive impact on the community you serve. (In other words, tell us how you have Reached Higher.)

ADDITIONAL INFORMATION:

42. Indicate numerically (1,2,3) the top three sources of information or reason that encouraged you to apply for admission to Saint Francis University.

- | | | | |
|---|--|--|--|
| <input type="checkbox"/> Admissions Representative | <input type="checkbox"/> Collegeboard.com | <input type="checkbox"/> High School Counselor | <input type="checkbox"/> SFU Publication |
| <input type="checkbox"/> Attendance at On-Campus Event (Science Day, athletic camp, etc.) | <input type="checkbox"/> College Fair/Night | <input type="checkbox"/> Parent | <input type="checkbox"/> SFU Website |
| <input type="checkbox"/> Campus Visit | <input type="checkbox"/> College Reference Book (Barron’s, Peterson’s, Talbot’s, etc.) | <input type="checkbox"/> Recommended by Friend | <input type="checkbox"/> Teacher |
| <input type="checkbox"/> Choice of Academic Major | <input type="checkbox"/> High School Athletic Coach | <input type="checkbox"/> Semester in France/Ambialet | <input type="checkbox"/> University Athletic Coach |
| | | <input type="checkbox"/> SFU Alumni | <input type="checkbox"/> Other _____ |
| | | <input type="checkbox"/> SFU Current Student | _____ |

43. Have you ever visited Saint Francis University?

- Admissions Open House When? _____ Individual Campus Visit When? _____
- Athletics Visit When? _____ Other _____ When? _____

44. How would you describe your interest in Saint Francis University? 1st Choice Top 3 Top 5

45. Please indicate the other colleges, if any, to which you have applied or expect to apply for admission:

1.	4.
2.	5.
3.	6.

46. Race and religion

This information will be used to compile data to be released only for a statistical report required of educational institutions by federal agencies. Response is optional.

Predominant race affiliation: Nonresident Alien Race and Ethnicity unknown Hispanics of any race
 American Indian or Alaskan Native Asian Black or African American Native Hawaiian or other Pacific Islander
 White Two or more races

Predominant religious affiliation: Catholic Protestant Jewish Other (specify) _____

47. Would you be interested in information on ROTC? Yes No

48. Have you ever been convicted and/or have charges pending of any criminal offense other than a minor traffic violation?

Yes No If yes, you are required to file a Criminal Offense Explanation form with the Office of Admissions before an admissions decision will be rendered.

ALL TRANSFER STUDENTS MUST COMPLETE:

You must indicate **ALL** previously attended colleges, universities, business and/or nursing schools (either part-time or full-time). **This disclosure is not optional.** To report more than two institutions, attach additional information. Make sure you have received special instructions and requirements for your major. Please notify us if you have not received your information packet, including transfer policies and procedures, by calling Admissions toll-free at 866-342-5738.

1. Name of School _____

City and State _____ Dates of Attendance _____

Credits Earned _____ Type of Degree Earned _____

2. Name of School _____

City and State _____ Dates of Attendance _____

Credits Earned _____ Type of Degree Earned _____

Note: Any omissions from this section could render your admissions decision invalid if subsequently discovered.

I have read and understand the Instructions and Policies as found on page 1. I certify that the information which I have given is true to the best of my knowledge. If I am accepted to Saint Francis University, I agree to comply with all regulations of the University, and to read the catalog of Saint Francis University and agree to the terms therein. Information from this form may be used by officials of the University.

Any misrepresentation on the part of the applicant is cause for non-acceptance, cancellation of acceptance or dismissal from school if subsequently discovered. All documents submitted in support of the application become the property of the University and are not returnable or transferable.

In compliance with the Higher Education Opportunity Act, I understand that Saint Francis University has posted related policies and procedures at <http://www.francis.edu/heoa.html>.

I understand that it is my responsibility to contact the Academic Center for Enrichment prior to enrollment at 814-472-3024 concerning any disabilities that require an accommodation. Documentation of any disabilities must be sent to: Director, Academic Center for Enrichment, Saint Francis University, P.O. Box 600, Saint Francis Hall, Loretto, PA 15940.

Applicant's signature _____ **Date** _____

Saint Francis University Statement of Nondiscrimination

Saint Francis University, inspired by its Franciscan and Catholic identity, values equality of opportunity, human dignity, racial, cultural and ethnic diversity, both as an educational institution and as an employer. Accordingly, the University prohibits and does not engage in discrimination or harassment on the basis of gender, age, race, color, ethnicity, religion, sexual orientation, marital status, disability, veteran status, or any protected classification. The University is committed to this policy based upon its values and in compliance with federal and state laws. This policy applies to all programs and activities of the University, including, but not limited to, admission and employment practices, educational policies, scholarship and loan programs and athletic or other University sponsored programs.

Inquiries or complaints may be addressed to Ms. Heather Meck, Chief Human Resources Officer/Affirmative Action/Title IX Coordinator, Saint Francis University, 102 Raymond Hall, Loretto, PA 15940 814-472-3264.

SCHOLASTIC RECORD

PART II FOR FRESHMEN ONLY

Applicant's Scholastic Record. **To be filled out by the school.**

1. **Student's name** Last _____ First _____ Middle Initial _____

2. **Secondary school** Name _____

Number and Street _____

City _____ State _____ Zip _____

Telephone (_____) _____

3. **This student will graduate (has graduated):** _____

This student's cumulative grade point average is _____ **on a 4.0 scale or** _____ **on a 100% scale.**

This average is **Weighted** **Unweighted**

4. **Applicant ranks** _____ **in a class of** _____ **or** _____ **school does not rank**

This rank is **Weighted** **Unweighted**

5. **Has this applicant ever been suspended or expelled from school?**

No **Yes** Please explain _____

6. **Of this candidate's graduating class,** _____ **% plan to attend a four-year college**

7. **How long have you known this applicant?** _____

Please feel free to write whatever you think is important about this student, including a description of her/his academic and personal characteristics. We welcome information that will help us to differentiate this student from others. (Please attach a separate page if necessary.)

Signature _____ Date _____

Name of school official (Please print) _____

Title _____ Telephone (_____) _____

Note to High School Counselor: **Please return an official transcript of this student's secondary school record and this completed application to: Saint Francis University, Office of Admissions, P.O. Box 600, Loretto, PA 15940-0600.**