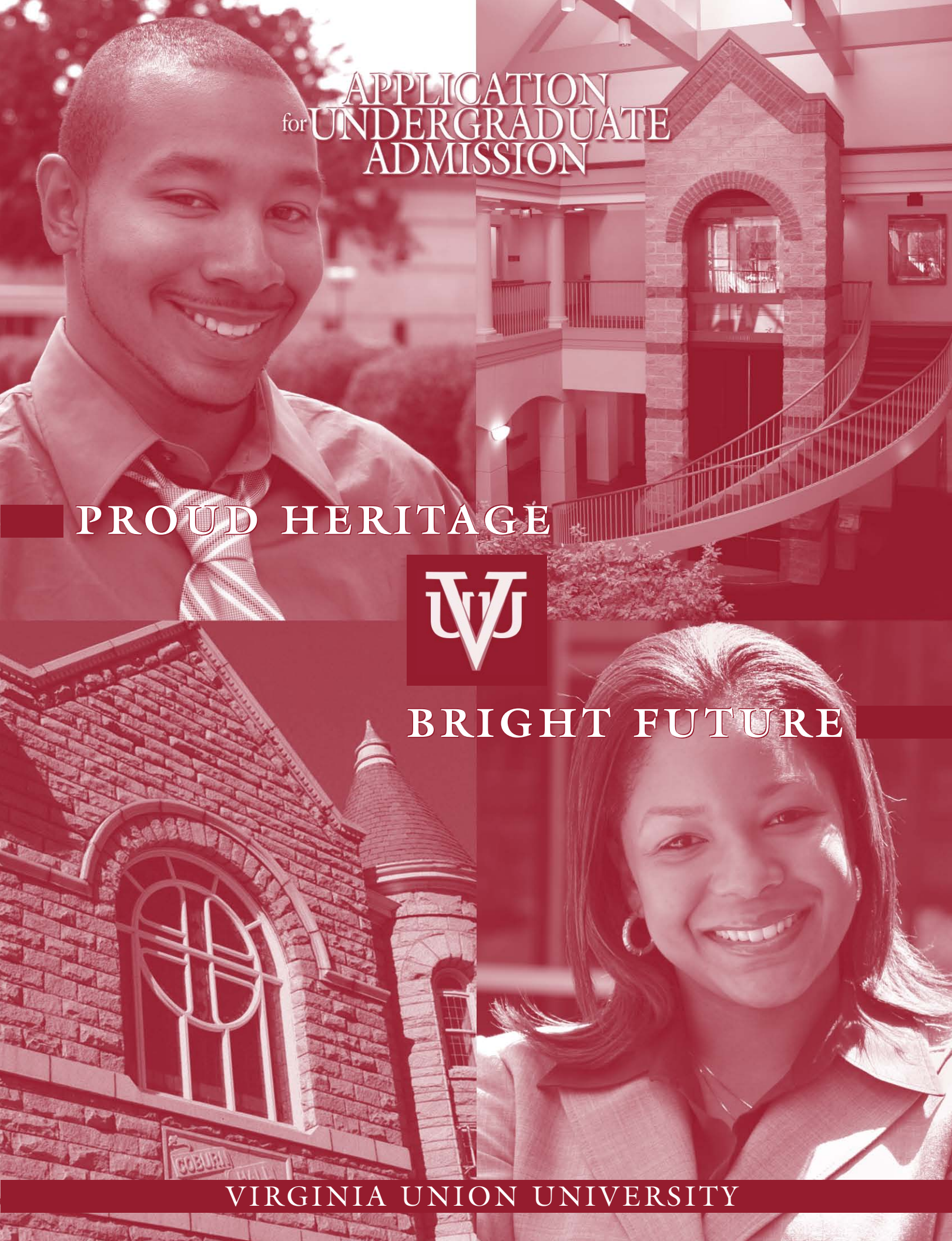
APPLICATION for UNDERGRADUATE ADMISSION



PROUD HERITAGE

BRIGHT FUTURE

VIRGINIA UNION UNIVERSITY

Application Procedures

We are pleased that you are interested in applying to Virginia Union University. The selection committee reviews all complete applications on a rolling basis and decisions are based on the student's scholastic achievement, character, and evidence of aptitude for achievement. The application deadline date for all U.S. applicants is June 30 for the fall term and November 30 for the spring term. Notification of the admission decision is sent to the applicant shortly after all credentials are received. Top consideration is given to those complete applications that arrive early to the Office of Admissions. Financial aid and academic scholarships are awarded on a first-come, first-served basis to those who qualify.

Freshman Applicants

Freshman candidates are students who are currently enrolled in high school or who graduated from high school and have not attended any accredited college or university (not to include dual enrollment).

Freshman Checklist

- ❒ The signed and completed VUU application form.
- ❒ $25 non-refundable application fee.
- ❒ OFFICIAL transcripts from ALL high schools attended or official GED scores.
- ❒ The signed and completed VUU Secondary School Report Form.
- ❒ A copy of your signed social security card.
- ❒ ALL OFFICIAL SAT/ACT scores.
- ❒ Essay - see criteria on page 2 of the VUU application.

- Dual enrolled students should submit ALL college transcripts to be evaluated for transferring credit.
- Home schooled students must contact the Office of Admissions for specific requirements.

Transfer Applicants

Transfer candidates are students who are currently enrolled or have attended an accredited college and/or university after graduating from high school or receiving a GED. Transfer students must be academically, financially, and socially eligible to return in good standing to their former institution(s).

Transfer Checklist

- ❒ The signed and completed VUU application form.
- ❒ $25 non-refundable application fee.
- ❒ OFFICIAL transcripts from ALL high schools attended or official GED scores.
- ❒ OFFICIAL transcripts from ALL colleges or universities attended.
- ❒ The signed and completed VUU Secondary School Report Form.
- ❒ A copy of your signed social security card.
- ❒ ALL OFFICIAL SAT/ACT scores.
- ❒ Essay - see criteria on page 2 of the VUU application.

International Applicants

Any student who is not a U.S. citizen or permanent resident of the U.S. is required to apply as an International Applicant. This would include non-immigrant and temporary visa applicants. To avoid mailing delays, applicants should apply prior to March 30 for the fall term and August 30 for the spring term.

International Checklist

- ❒ The signed and completed VUU application form.
- ❒ $25 non-refundable application fee in U.S. currency or Eurodollar money orders.
- ❒ OFFICIAL records of all secondary and post-secondary institutions translated and evaluated in English when necessary, including grading scale/ and or system.
- ❒ A copy of your visa, green card, or passport.
- ❒ The signed and completed VUU Financial Verification Form.
- ❒ OFFICIAL results of the SAT or ACT exam for native speakers of English. OFFICIAL results of the TOFEL exam (Test of English as a Foreign Language) for non-native English speakers.
- ❒ Essay - see criteria on page 2 of the VUU application.

To apply online visit: WWW.VUU.EDU

Message for All Applicants

STOP and PAWS for these helpful PANTHER tips:

- VUU's SAT and TOFEL Code is 5862, and ACT Code is 4428. Visit www.collegeboard.com, www.toefl.org, or www.act.org, for more information.
- ALL U.S. applicants who wish to be considered for financial aid should file their FAFSA to the U.S. Department of Education the same day they apply to VUU. Apply on line at www.FAFSA.ed.gov (1-800-4-FEDAID). VUU's Federal Student code is 003766.
- If your address changes after submitting your application, please notify the Office of Admissions.
- Make copies of all submitted documents. Detach and keep this portion for your records.
- Make your application fee payable to Virginia Union University. Certified check and money orders are accepted. Please do not send cash through the mail.
- Documents submitted, under separate cover, by piece mail process should list student's full legal name and social security number on the top right hand corner of each document.
- Send your complete application packet and fee to:

VIRGINIA UNION UNIVERSITY
Office of Admissions
1500 N. Lombardy Street
Richmond, VA 23220
800-368-3227 / 804-342-3570
fax: 804-342-3511

Member: The College Fund/UNCF An NCATE Accredited Institution

Keep this portion for your records.

VIRGINIA UNION UNIVERSITY

Application For Undergraduate Admission

Office of Admissions • 1500 N. Lombardy Street • Richmond, VA 23220
800-368-3227 / 804-342-3570 • Fax: 804-342-3511 • admissions@vuu.edu • www.VUU.edu

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I.D. Number	*Source*

Please enclose $25.00 non-refundable application fee. Type or print neatly in ink. Check boxes and fill-in all appropriate information.

Application Information

Have you previously applied to Virginia Union University? ❑ No ❑ Yes If yes, when? ❑ Fall _____ ❑ Spring _____

Enrollment Term and Year: ❑ Fall 20_____ (August) ❑ Spring 20_____ (January)

Application Class Status: ❑ Freshman ❑ Transfer ❑ Non-Matriculation (seeking Non-Degree status)

❑ Full Time (12 credit hours or more) ❑ Part Time (less than 12 credit hours)

Indicate where you plan to live (check one): ❑ On Campus ❑ Off Campus

Personal Data

Please be sure that your Full Legal Name, Social Security Number, and Date of Birth are accurately listed on application to avoid delays in the process and review of financial aid for U.S. Citizens and the I-20 Form for International Students.

Full Legal Name: ❑ Mr. ❑ Mrs. ❑ Ms.: _____
❑ Jr. ❑ II ❑ III ❑ IV *Last* *First* *Middle* *Maiden*

Social Security Number: _____ Date of Birth: _____ *(MM/DD/YYYY)*

Permanent Mailing Address: *Street:* _____ *Apartment Number:* _____

City: _____ *County:* _____ *State:* _____ *Zip:* _____

Permanent Home Phone: (_____) _____ Cell Phone: (_____) _____

E-Mail: _____

Marital Status: ❑ Single ❑ Married Sex: ❑ Male ❑ Female

Your response to the following is completely voluntary and will only be used to demonstrate our compliance with Title VI of the Civil Rights Act.

With which group do you most closely identify? ❑ African-American ❑ American-Indian ❑ Caucasian-American
❑ Asian-American/Pacific Islander ❑ Spanish-American

Religious Denomination: _____ In accordance with ADA, 1973, please list any Special Needs we should be aware of:

❑ Physically Disabled ❑ Learning Disabled ❑ Other _____

Have you ever been convicted of a felony? ❑ Yes ❑ No

(This does not include juvenile adjudications or any charge, arrest or conviction that has been expunged.)
If you answer yes, please describe and explain the conviction and provide a copy of the court's disposition of the case:

_____

Citizenship

❑ U.S. Citizen ❑ Non-U.S. Citizen Country of Citizenship: _____ Country of Birth: _____

❑ Yes, if accepted I will need an I-20 Form.

If you are currently living in the U.S. your status is: ❑ Temporary Visa: List Visa Type/Expiration Date _____
❑ Permanent Resident: Permanent Resident Number _____
❑ Other, please specify: _____

Family/References

Guardian: *Full Name* *Phone Number*

❑ Father _____

❑ Mother _____

❑ Guardian _____

Give the name and address of two people in your community as character references:

Name *Occupation* *Phone Number*

_____

_____

Please tell us of any of your family who are alumni or current students of Virginia Union University:

Name *Relation* *Class Year*

_____

Who or what influenced you to apply to Virginia Union? ❑ Alumnus ❑ Campus Visit ❑ College Fair ❑ Counselor ❑ High School Visit ❑ Minister ❑ Newspaper Ad ❑ T.V. Ad ❑ VUU Student

Testing Data

Test Taken: ❑ SAT ❑ ACT ❑ TOFEL Dates Taken: _____ Will Take On: _____ *(Please have ALL your scores forwarded.)*

Academic Data

High Schools or GED Agency Attended:

Full Name of School *Address* *CEEB Code* *Graduation Date*

_____

_____

Colleges Attended *(Must list all colleges, including Dual Enrollment. Use additional paper if necessary.)*

Full Name of School *Address* *CEEB Code* *Dates Attended*

_____

_____

Name of current high school/college counselor _____ Phone (____)_____

List all current enrolled courses that do not appear on your current transcript.

_____

Have you ever been dismissed from, or are you currently on probation at, any other school? ❑ Yes ❑ No

If yes, please give name of school and date _____

Transfer Applicants: Were you in good standing upon completion of studies at your previous institution? ❑ Yes ❑ No

If you have been out of school longer than a year, state what your occupation or activities have been. Please give detailed information.

_____

Intended study: please check ***only one*** appropriate major:

- ❑ ACC .....Accounting
- ❑ BIO .....Biology
- ❑ BIOSE .....Biology: Secondary Education
- ❑ BUSED .....Business: Secondary Education
- ❑ CCJ .....Criminology/ Criminal Justice
- ❑ CHE .....Chemistry
- ❑ CHESE .....Chemistry: Secondary Education
- ❑ CIS .....Computer Information Systems
- ❑ ENG .....English
- ❑ ENGSE .....English: Secondary Education
- ❑ ENM .....Entrepreneur Management
- ❑ FNB .....Finance and Banking
- ❑ HISSE .....History: Secondary Education
- ❑ IDSEE .....Interdisciplinary Studies: Elementary Education
- ❑ IDSXE.....Interdisciplinary Studies: Exceptional Education
- ❑ MARTS .....Media Arts
- ❑ MAT .....Mathematics
- ❑ MATSE.....Mathematics: Secondary Education
- ❑ MCS.....Mathematics/ Minor in Computer Science
- ❑ MKT .....Marketing
- ❑ PSCPA.....Political Science and Public Administration
- ❑ PSY.....Psychology
- ❑ REL .....Religious Studies
- ❑ SWK.....Social Work
- ❑ UNDEC .....Undecided/ Undeclared

Required Essay

On a separate sheet of paper, please submit a typed or printed essay of 100 or more words. You may include your interests, achievements, hobbies, experiences, or anything else you would like us to know about you.

Required

I certify that all the information I have given in this application is complete and accurate to the best of my knowledge, and, if admitted, I agree to observe all the rules and regulations of Virginia Union University. If I am found to have falsified any information, I also understand that my acceptance of admission may be rescinded, admission denied, or be expelled.

Date _____ Signature of applicant _____

VUU does not discriminate on the basis of race, sex, color, religion, national origin, age, handicap or veteran status in providing educational or employment opportunities or benefits.