

ADMISSION REQUIREMENTS TO THE SCHOOL OF NEW AND CONTINUING STUDIES

I. Required documents

A.) Required Documents for Certificate Programs

- i. NCS Application
- ii. Official college transcripts documenting completion of college-level composition and college-level mathematics course. Former Seattle University students do not need to submit their SU transcripts.
- iii. Basic Computer Skills Test (for WATS certificate applicants only)
- iv. Proof of English Proficiency if English is not the applicant's first language. Information on how to satisfy this requirement can be found at <https://www.seattleu.edu/undergraduate-admissions/englishproficiency/>

B.) Required Documents for B.A. Degree-Completion Programs

- i. NCS Application
- ii. Personal Statement
- iii. Official transcripts from all colleges or universities attended. Former Seattle University students do not need to submit their SU transcripts.
- iv. Proof of English Proficiency if English is not the applicant's first language. Information on how to satisfy this requirement can be found at <https://www.seattleu.edu/undergraduate-admissions/englishproficiency/>

II. Minimum Admissions Requirements

Applicants for admission into the School of New and Continuing Studies must be a minimum of 22 years of age at the time of admission and cannot be enrolled concurrently in any Seattle University program outside of NCS.

A.) B.A. Degree-Completion:

- i. Students must have the equivalent of at least 60 hours of quarter college credit
- ii. Must have a minimum cumulative college G.P.A. of 2.00

B.) Certificates

- i. Students must have passed Freshman Composition.
- ii. Students must have passed a college-level Mathematics course.

C.) Non-matriculating:

- i. Non-matriculating students must complete NCS's undergraduate non-matriculating application form. Students for whom English is not the first language are required to demonstrate the same English proficiency requirements as those applying for a degree program. Information on how to satisfy this

requirement can be found at
<https://www.seattleu.edu/undergraduateadmissions/englishproficiency/>.

Students who do not meet these requirements can appeal to the Dean's Office and request provisional admission through a process that includes interviews and letters of reference.

III. Applications Deadlines for B.A. and Certificate Admissions

- Fall Quarter: Two weeks prior to start of term.
- Winter Quarter: Three weeks prior to start of term.
- Spring Quarter: Two weeks prior to start of term.
- Summer Quarter: Two weeks prior to start of term.

IV. Articulation Agreements

- i. Seattle University recognizes the guidelines of the Intercollege Relations Commission (ICRC) for college-transfer associate degrees from Washington community colleges, commonly called Direct Transfer Agreement (DTA) degrees. See policy 77-01, section IIE.
- ii. Approved degrees outside of Washington state. See policy 77-01, section IIF.

V. School/Program-Specific Policies

NCS applicants must be in good social standing at all previous collegiate institutions attended in order to transfer to Seattle University. Students socially dismissed from other institutions must submit letters from the student affairs division at the previous institution explaining the circumstances of their separation. Students may be required to interview with Seattle University admissions and student development personnel to receive further admissions consideration.

Since all admissions decisions are holistic, meeting the criteria listed above does not guarantee admission. All applicants are assessed in terms of the full range of their academic and personal achievements, viewed in the context of the opportunities and challenges each has encountered.

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