

# NON-DEGREE APPLICATION FOR ADMISSION INSTRUCTIONS

## ■ QUICK START PROGRAM

Quick Start provides a one-semester admission for up to 9 credit hours prior to formally enrolling as a degree-seeking or continuing student.

**Completed application for admission.** No application fee is required.

**Student-held copies of transcripts** should be shared with a counselor for admission assessment and to assist with course selection. If you have been placed on probation, suspension or dismissed by a college or university, that information must be disclosed for consideration by the Admission Committee.

**To continue beyond the first semester,** Quick Start students must complete the regular admission process. The Quick Start option does not guarantee full, degree-seeking admission to B-W; however, any coursework taken at B-W as a Quick Start student becomes part of the permanent record and may be used toward degree and certificate requirements.

## ■ TRANSIENT STATUS

Transient status allows students from another college or university to enroll at B-W for one semester, with the purpose of transferring that coursework back to their home institution. If you wish to continue as a transient student, you must reapply each term.

To qualify as a Transient Student at B-W, students must have a minimum cumulative grade point average of 2.0 and be considered in good academic standing at their home institution.

**Completed application for admission.** No application fee is required.

**Request for Verification of Enrollment Form** from the college/university where you are currently enrolled confirming that you are a student in good standing. See the inside back cover of this application for the Transient Student form.

## ■ POST-BACCALAUREATE PROGRAM

Post-Baccalaureate denotes an individual who has earned a bachelor's degree and wishes to take additional undergraduate courses.

**Completed application for admission.**

**\$25.00 non-refundable application fee.** Make your check payable to Baldwin-Wallace College.

**Official transcripts from ALL college/universities attended.** Transcripts must be mailed directly from each college/university attended to the B-W Admission Office. Use the Transient Student Request for Verification of Enrollment form on inside back cover of this application.

## ■ TEACHER LICENSURE PROGRAM

Teacher Licensure is available to individuals who already have a bachelor's degree and wish to become a teacher for the first time, renew a certificate/license or add a new area of licensure by taking additional undergraduate courses.

**Completed application for admission.**

**\$25.00 non-refundable application fee.** Make your check payable to Baldwin-Wallace College.

**Official transcripts from ALL college/universities attended.** Transcripts must be mailed directly from each college/university attended to the B-W Admission Office. All coursework attempted is part of your academic record and must be considered in the application process, even if that coursework is no longer consistent with your academic goals. The Education Division recommends a minimum GPA of 2.60 for admission. See Request for Official Transcript form on the inside back cover of this application.

## GENERAL INFORMATION

### Meet with an Admission Counselor

Meeting with an admission counselor gives us an opportunity to get to know you better, to answer your questions and discuss strengths and areas of your background that may not be easily communicated in the application. A counselor will discuss your educational plans and share how your previous college work may transfer to B-W.

Please call 440-826-2091 to schedule a meeting with an admission counselor. You may also request a tour of the campus.

### Financial Assistance

Non-Degree students generally are not eligible for federal, state and college financial aid except for the Teacher Licensure Program. Teacher Licensure students may be eligible for Stafford Loans. Major banks offer alternative loans that are specifically for part-time and/or non-degree students. The Financial Aid Office can help students understand their options and can be reached at 440-826-2108.

## NOTIFICATION OF ADMISSION DECISION

Baldwin-Wallace has a rolling admission policy. The Admission Committee may request additional information from any applicant to assist in the decision process. B-W notifies applicants approximately two weeks after all required application information and forms are received by the Admission Office.

**BALDWIN-WALLACE COLLEGE**

**OFFICE OF ADMISSION, 275 EASTLAND ROAD, BEREA, OH 44017-2088**

**PHONE: 440-826-8012 or 1-877-BW-APPLY**

**FAX: 440-826-2054**

**WEB ADDRESS: [www.bw.edu/admission](http://www.bw.edu/admission)**

**E-MAIL: [admission@bw.edu](mailto:admission@bw.edu)**

**FINANCIAL AID: 440-826-2108, [www.bw.edu/financialaid](http://www.bw.edu/financialaid)**

# BALDWIN-WALLACE COLLEGE

## Non-Degree Application for Admission



Legal name \_\_\_\_\_  
(Please Print) Last First Middle Initial Maiden, if applicable

If records might appear under different last name(s), please indicate \_\_\_\_\_

Female  Male Social Security Number \_\_\_\_\_ Birth date \_\_\_\_\_  
Month / Day / Year Are you a Veteran?  Yes  No

Permanent mailing address \_\_\_\_\_  
Number and Street  
City or Town State County Zip

Home phone (\_\_\_\_\_) \_\_\_\_\_ Cell/Other (\_\_\_\_\_) \_\_\_\_\_  
Area Code Number Area Code Number

Business phone (\_\_\_\_\_) \_\_\_\_\_ Fax (\_\_\_\_\_) \_\_\_\_\_  
Area Code Number Area Code Number

E-mail \_\_\_\_\_

If not a U.S. Citizen, please answer the following:

Country of citizenship \_\_\_\_\_ Country of birth \_\_\_\_\_

Are you a U.S. Permanent Resident?  Yes  No Do you have a Green Card?  Yes  No  Pending

Do you have a current F-1 Visa?  Yes  No Other Visa type \_\_\_\_\_

When did/will you take the Test of English as a Foreign Language (TOEFL)? \_\_\_\_\_ Score \_\_\_\_\_  
Month / Year  Computer-based  Paper-based  Internet-based

### EDUCATIONAL PLANS AND BACKGROUND

Do you plan to attend classes primarily in the  Evening/Weekend Will you be  Part-time Intended date of entrance  Fall Semester 200\_\_\_\_  
 Day  Full-time  Spring Semester 200\_\_\_\_  
 Summer Semester 200\_\_\_\_

Where do you plan to primarily enroll?  Main Campus, Berea  B-W East, Beachwood (Evening/Weekend Business Programs only)

Have you previously applied to Baldwin-Wallace College?  Yes  No If yes, did you enroll in classes?  Yes  No Year(s) \_\_\_\_\_

Have you earned a bachelor's degree?  Yes  No

### TYPE OF ENROLLMENT

- Quick Start**
- Transient**
- Post-Baccalaureate**
  - Additional Bachelor's Degree Major: \_\_\_\_\_
  - Additional Coursework
  - Certificate Program Program of Interest: \_\_\_\_\_
- Teacher Licensure**
  - Initial License (Teacher Licensure Program) Grade Level/Teaching Area: \_\_\_\_\_
  - Renewing a Certificate/License
  - Adding a License Grade Level/Teaching Area: \_\_\_\_\_

Type of Teaching License held \_\_\_\_\_ in which state? \_\_\_\_\_

## COLLEGES AND UNIVERSITIES ATTENDED

List in chronological order all colleges and universities attended.

Name of College/University	Attendance Dates (Month & Year)	Degree Earned
_____	From _____ To _____	_____
_____	From _____ To _____	_____
_____	From _____ To _____	_____
_____	From _____ To _____	_____

Have you ever been placed on probation, suspension or dismissed by a college/university?  Yes  No If yes, please explain \_\_\_\_\_

If you have not attended college, please complete high school information.

High School \_\_\_\_\_  
*Name City State Graduation Year*

If you did not finish high school, did you receive your GED?  Yes  No If yes, what year? \_\_\_\_\_

## CAREER-RELATED INFORMATION

List in chronological order your record of employment.

Dates	Employer	Location	Position
From _____ To _____	_____	_____	_____
From _____ To _____	_____	_____	_____
From _____ To _____	_____	_____	_____

## GENERAL INFORMATION

Why are you interested in attending B-W?

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

How did you become interested in Baldwin-Wallace College? Please check all that apply.

- |  |  |   |                                    |  |
|--|--|---|------------------------------------|--|
| <input type="checkbox"/> Academic Program    | <input type="checkbox"/> B-W Information Session | <input type="checkbox"/> College Publications | <input type="checkbox"/> Friend    | <input type="checkbox"/> Reputation        |
| <input type="checkbox"/> Admission Interview | <input type="checkbox"/> Campus Location         | <input type="checkbox"/> Co-Worker/Employer   | <input type="checkbox"/> Newspaper | <input type="checkbox"/> Web Site/Internet |
| <input type="checkbox"/> Alumni              | <input type="checkbox"/> Campus Visit            | <input type="checkbox"/> Family               | <input type="checkbox"/> Radio     | <input type="checkbox"/> Other _____       |

## OPTIONAL INFORMATION

If you wish to be identified with a particular ethnic group, please check all that apply.

- |   |  |  |   |  |
|---|--|--|---|--|
| <input type="checkbox"/> African American, Black  | <input type="checkbox"/> Asian or Asian American | <input type="checkbox"/> Hispanic, Latino(a)   | <input type="checkbox"/> White or Caucasian | <input type="checkbox"/> Native Hawaiian, Pacific Islander |
| <input type="checkbox"/> Native American, Alaska Native (tribal affiliation _____ enrolled _____) |  | <input type="checkbox"/> Other (specify _____) |   |  |

Marital status \_\_\_\_\_ Number of children \_\_\_\_\_ Religious faith \_\_\_\_\_

## REQUIRED SIGNATURE

I hereby certify that to the best of my knowledge the information given by me on this application is complete, and I understand that any misrepresentation may be cause for denial or cancellation of admission. I further pledge to comply with all rules and regulations which the College has found to be valuable in the maintenance of its academic and social standards of life and conduct.

Signature \_\_\_\_\_ Date \_\_\_\_\_

Please return this form to the B-W Admission Office, 275 Eastland Road, Berea, OH 44017-2088

# BALDWIN-WALLACE COLLEGE

## Quick Start, Teacher Licensure, Post-Baccalaureate Program

### Request for Official Transcript



Mail this form to each school previously attended so that Baldwin-Wallace College will receive an official copy of your transcript mailed directly from that institution. This form is designed for your convenience. Please make additional copies as needed.

Dear College/University Registrar of: \_\_\_\_\_

At your earliest convenience, please forward an official copy of my transcript to:

**OFFICE OF ADMISSION, BALDWIN-WALLACE COLLEGE, 275 EASTLAND ROAD, BEREA, OH 44017-2088.**

Please return this form with the transcript.

Transcript fee enclosed \$ \_\_\_\_\_. (Please call the above institution to confirm transcript fee.)

Student's Name \_\_\_\_\_  
*Last First Middle / Maiden*

Name used while attending the institution listed above \_\_\_\_\_

Address \_\_\_\_\_  
*Street City State Zip*

Date of Birth (*Month / Day / Year*) Social Security Number Dates Attended (*from / to*)

Number of official copies requested: \_\_\_\_\_ [ ] Self (advisable to obtain one for personal records) [ ] Send directly to Baldwin-Wallace College

\_\_\_\_\_  
*Student's Signature Date*

 Please detach and make additional copies as needed.

# BALDWIN-WALLACE COLLEGE

## Transient Student

### Request for Verification of Enrollment



#### TO BE COMPLETED BY STUDENT:

Student's Name \_\_\_\_\_  
*Last First Middle / Maiden*

Address \_\_\_\_\_  
*Street City State Zip*

Phone (\_\_\_\_\_) \_\_\_\_\_ Cell/Other (\_\_\_\_\_) \_\_\_\_\_  
*Area Code Number Area Code Number*

Social Security Number \_\_\_\_\_ Birth date \_\_\_\_\_  
*Month / Day / Year*

\_\_\_\_\_  
*Student's Signature Date*

#### TO BE COMPLETED BY THE REGISTRAR OF THE COLLEGE/UNIVERSITY AT WHICH THE APPLICANT IS CURRENTLY ENROLLED:

I certify that the applicant is currently enrolled at this institution and is in good academic standing.

The student's current accumulative grade point average is: \_\_\_\_\_

\_\_\_\_\_  
*Name of Institution*

INSTITUTIONAL SEAL

\_\_\_\_\_  
*Location (City/State)*

\_\_\_\_\_  
*Signature of Registrar Date*

**REGISTRAR, please mail this complete form directly to: Office of Admission, Baldwin-Wallace College, 275 Eastland Road, Berea, OH 44017-2088**