

ADMISSION PROCEDURES

Traditional Undergraduate Programs

Concordia University admits qualified students of any race, color, or national or ethnic origin to all programs and activities and is nondiscriminatory in the administration of its policies and programs.

To be considered for admission to Concordia University a student must be a graduate of a regionally accredited high school or one approved by its state university. Requests for exceptions to this requirement may be submitted by candidates who are otherwise qualified.

Entrance Requirements

Each entering student must submit evidence of adequate preparation for college. A minimum of sixteen (16) units of secondary school work is required of which at least eleven (11) should be in basic liberal arts areas and should be distributed as follows:

- **English:** At least three units of English but four are strongly recommended.
- **Mathematics:** Two units of college preparatory mathematics, preferably, one each in algebra and geometry.
- **Social Studies:** Two units in social studies, preferably one each in world history and American history.
- **Natural Science:** Two units of science, preferably, one each in biology, physics or chemistry.
- **Liberal Arts Electives:** Two units of the same foreign language or additional units in one or more of the areas above or in fine arts.
- **Miscellaneous Electives:** Five units from any area of academic study. The student will find it to his/her advantage if the majority of this work is additional work in the areas listed above. German or Latin is recommended for the pre-seminary student.

Required is a minimum entrance grade point average of 2.5 which is based on at least:

- 3 units of English
- 2 units of Mathematics (Algebra and Geometry)
- 2 units of Science (Biology, Chemistry, Physics)
- 2 units of Social Studies (American History plus one elective)

However, certain programs require a higher grade point average. The University accepts the ESL Academic Report as satisfaction of English language proficiency for international students.

Procedure for Admission

An application should be filed during the student's senior year in high school; however, later applications may be considered if space is available. Students may enter at the beginning of any term. The formal application can be completed online through our website at www.cuw.edu/apply or www.cuaa.edu/apply.

The application consists of the following documents and information:

1. The completed application form.
2. Official secondary/high school transcript (6 or more semesters) including test records. A final transcript is to be submitted after graduation.
3. Official transcript from each college attended.

4. *(Optional)* Report of ACT scores from the American College Testing Program. Information concerning this program may be obtained by writing American College Testing Program, P.O. Box 168, Iowa City, Iowa 52240, or may be available from the high school guidance department. The SAT (Scholastic Aptitude Test) may be accepted in lieu of the ACT. Please note, International Students are not required to take the ACT or SAT tests.
5. English: Students without demonstrated experience in an English medium academic or professional setting must present a minimum TOEFL score of 61 on the internet based test, an overall band score of 6 on the IELTS, an overall 55 on the PTE or an overall 90 on Duolingo for regular acceptance. Admission to the School of Nursing requires a TOEFL score of > 79, an IELTS score of > 6.5, a PTE score of 61 or a Duolingo score of 100. Students may still be considered for conditional admission without providing an English test result.

Test Optional Policy

We understand that standardized test scores (SAT/ACT) do not always accurately reflect the strength of every student's academic achievements. For those that would like to be considered as test optional in the admissions process, please contact your admission counselor. Students with a cumulative GPA below 3.0 are recommended to submit an SAT/ACT.

Conditional Admission

Conditional admission at the undergraduate level is defined as admission to the university for students who do not meet the undergraduate admission standards (2.5 or higher cumulative GPA/ 18 or higher ACT). Upon review of a student's academic record, the Assistant Vice President of Admission, with the approval of the Admissions Committee, may grant applicants conditional admission to Concordia University.

Conditional admission requires the student to achieve good academic standing (GPA of a 2.0 or higher) and successful completion of the PROSPER Program within the first semester of enrollment. Students who are conditionally admitted may be required to fulfill stipulations specific to their program. Students who earn a semester GPA of 2.0 or higher within their first semester of enrollment are removed from conditional admission status. Failure to fulfill stipulations of conditional admission, including successful completion of the PROSPER Program, and/or failure to maintain good academic standing as an undergraduate student (GPA of 2.0 or higher) during enrollment in the first semester will result in probationary status (see the Probation and Dismissal Policy).

Non-Degree Admission

1. Individuals registering on a full or part-time basis for courses without the intention of receiving a degree are classified as non-degree students. The work can be for audit or for credit but does not automatically apply toward a degree program.
2. Non-degree students who desire to make application for acceptance into a degree program must follow the regular application procedures for degree students. At the time of such application, credits earned as a non-degree student will be reviewed and the student apprised of how the credits can be used in meeting degree requirements.

Advanced Standing

The University will recognize unusual secondary school work by means of advanced placement, and will grant credit to those who have taken especially enriched or accelerated courses before entering college or who have appropriate vocational or professional experience. Applicants qualify for such credit by satisfactory achievement on college-approved

placement examinations, including the College Board Advanced Placement Tests, CLEP (College Level Examination Program), or faculty-authored challenge examinations. College credit total a maximum of 30 semester credits may be earned by satisfactorily completing such examinations.

Retroactive credit is available in foreign languages, wherein credit may be given for pre-college foreign language study if the student takes the next highest level of the foreign language at this university and achieves a C or better. The student must request credit for the lower level course(s) that were bypassed.

For further information regarding how transfer credits are awarded and applied, please contact the Registrar's Office.

Transfer Policy

Transfer students applying for transfer credit at Concordia University are subject to the following requirements:

- They must furnish the Admission Office with an official college transcript from each college attended. Transfer credit may be awarded for each course in which the student received a grade of "D" or better provided that the course is similar to one being given at Concordia University or is one which could be considered an elective. Some programs may have specific grade requirements for transfer courses. The Office of the Registrar will issue an evaluation showing the transfer credit allowed established on the basis of an individual review of each student's transcripts.
- Normally only credits from a regionally accredited institution will be considered for transfer. Any exceptions will be made on an individual basis. In some cases there are articulated agreements that govern the transfer of credits.
- Transfer students must take entrance and other examinations in the same way as entering freshmen.
- Transfer credits are not used in calculating the student's grade point average.
- A maximum of 84 semester credits will be accepted in transfer.

Pre-College Program

This program allows high school students in grades 9-12 to earn high school and college credit simultaneously through dual credit; or at CUW through utilizing the Early College Credit Program (ECCP)*

The goal of the program is to help high achieving students get a head start on college, while paying a fraction of the cost for courses.

Students can enroll in courses online, face to face at the Mequon campus (CUW), Ann Arbor campus (CUAA) or blended at their high school by approved teachers. A student can enroll in two courses each semester with the ability to earn up to 36 credits total. *Additional information can be found on the Pre-College web page (<https://www.cuw.edu/admissions/undergraduate-admissions/high-school-students/pre-college.html>).*

In order to be considered for admission, you must meet the following requirements and submit the following items:

- Students must have a 3.0 grade point average in high school core academic subjects
- Typically juniors and seniors enroll but freshmen and sophomores with an 11th grade reading and writing skills may be admitted. A writing sample or test score may be required for younger students.
- A completed non-degree Pre-College application

- high school transcript
- Returning students must earn at least a 'C' grade in college courses to continue in the program

* **CUW:** If receiving funding through ECCP, the WAICU ECCP form is needed with approval from school district. **CUAA:** For state of MI funding, a qualifying college entrance test score must be submitted.