

To apply for admission, please send your application materials to:

OFFICE OF ADMISSION

Attn: New College Admission, CM 1065

St. Edward's University

3001 South Congress Avenue

Austin, Texas 78704-6489

512-448-8500

Fax: 512-428-1032

Toll-free: 877-SEU-GRAD

E-mail: seu.newcollege@stedwards.edu

INSTITUTIONAL CODES

Financial Aid Federal School Code: 003621

TO APPLY ONLINE, VISIT

stedwards.edu/adultlearnerapply

St. Edward's University does not discriminate in regard to race, color, creed, sex, age, disability or national origin in its admissions, scholarship or financial aid programs.

To begin classes in a specific term, **you must submit all application materials by the following deadlines.**

APPLICATION DEADLINES:

If you submit materials after a deadline, you may not be able to begin classes until the following term.

August Start ... July 1

January Start ... Dec. 1

May Start ... April 1

October Start ... Sept. 1

March Start ... Feb. 1

June Start ... May 1

APPLICATION DOCUMENTS REQUIRED:

1. A completed application form.
2. An essay response in which you describe your background and interests, why you have chosen this degree program and what you hope to accomplish (1–2 pages).
3. A \$50 non-refundable application fee.
4. Sealed, official transcripts of all college and university work. Transcripts need to be dated within one year and received in a sealed envelope from the originating institution. Transcripts must be submitted from **all** institutions attended regardless of whether credit was sought or received. NOTE: Students who do not have previous college-level work must submit an official high school transcript or GED verification.
5. A current professional résumé or detailed work history.
6. Both active-duty soldiers and veterans must submit a Joint Services Transcript (JST). Veterans also must include a copy of their DD214.
7. Original test scores from CLEP, DSST, or Advanced Placement exams, if applicable.
8. **APPLICANTS WHO ARE FROM A NON-ENGLISH-SPEAKING COUNTRY** must arrange to send official score reports for the **TOEFL** (toefl.org) or **IELTS** (ielts.org). Tests taken two or more years ago will not be accepted.
9. **APPLICANTS WITH COURSEWORK FROM OUTSIDE THE UNITED STATES** will need to request a course-by-course evaluation of all academic credentials from an approved **foreign credential evaluation service**, such as fcsa.biz or wes.org.
10. **INTERNATIONAL APPLICANTS** must complete and submit the **Data and Eligibility Form for International Applicants** (stedwards.edu/admission/adultlearners in the International Student box) and any other supplemental forms or documents.



PROGRAM INFORMATION:

Degree Program: _____
(e.g., Bachelor of Arts) Major (see stedwards.edu/academics/newcollege/programs)

Application for consideration in: ☐ Fall ☐ Spring ☐ Summer Year 20 _____

Are you: ☐ Degree seeking ☐ Certificate seeking ☐ Non-degree-seeking ☐ Transient

How did you learn about St. Edward's New College? _____

If you were referred by a specific person, please list his or her name: _____

Will you apply for financial assistance? ☐ Yes ☐ No

Do you plan to use Veteran Affairs educational benefits? ☐ Yes ☐ No

Are you reapplying to St. Edward's University? ☐ Yes ☐ No

Have you ever been placed on probation, suspended or dismissed
from any college, university or post-secondary institution? ☐ Yes ☐ No
(If yes, please explain on a separate sheet of paper.)

IDENTIFICATION:

Title: _____ (Mr., Ms., Mrs., Dr., Col., etc.) ☐ Male ☐ Female

Legal Last Name: _____ Legal First Name: _____

Middle Name: _____ Preferred First Name: _____

Previous Name: _____

Date of Birth (month, day, year): _____ U.S. Social Security Number: _____

Mailing Address: _____

City: _____ State: _____ Zip Code or Country: _____

Telephone: _____ Email: _____

CONVICTIONS:

Have you ever been convicted of or do you currently have charges pending against you for violating any laws other than minor traffic offenses? ☐ Yes ☐ No
(If yes, please explain and describe on a separate sheet of paper.)

PERSONAL INFORMATION:

Do you consider yourself to be Hispanic/Latino? ☐ Yes ☐ No

In addition, select one or more of the following racial categories to describe yourself:

- ☐ American Indian or Alaska Native ☐ Asian ☐ Black or African American
☐ Native Hawaiian or Pacific Islander ☐ White

Country of citizenship: _____

If you are NOT a U.S. citizen, do you have a U.S. permanent resident card? ☐ Yes ☐ No

If yes, please submit copies of both sides of your resident card.

If no, please complete and submit the *Data and Eligibility Form for International Applicants* at stedwards.edu/admission/adultlearners in the International Student box.

EMPLOYMENT INFORMATION:

Current Full-Time Employer: _____

Position or Title: _____

Please indicate the amount of **full-time work since high school graduation** that you have completed at the time of application:
_____ years
(Please include business, military, government and nonprofit experience. Do not include internships, summer jobs or part-time jobs.)

Are you currently serving in the U.S. Armed Forces? ☐ Yes ☐ No

Are you a veteran of the U.S. Armed Forces? ☐ Yes ☐ No

EDUCATION HISTORY:

IMPORTANT: It is the policy of St. Edward’s University that **all** students must submit official transcripts from **all** previously attended college-level institutions regardless of whether or not credit was received. Failure to do so may result in **disenrollment and loss of transfer credit**. Official transcripts must be generated by the originating institution and sent in a sealed envelope or transmitted electronically to the Office of the Registrar at St. Edward’s. Transcripts submitted become the property of St. Edward’s University and **will not be returned or copied**.

Please list in the box below all post-secondary colleges, universities or institutions attended, including those attended for summer sessions, study abroad or evening classes. If you have not attended college, we need an official transcript from the high school from which you graduated or GED verification. Attach another page if necessary. Please do not abbreviate.

example

INSTITUTION	LOCATION	DATES (FROM-TO)	MAJOR	DEGREE	DATE OF CONFERRAL
St. Edward’s University	Austin, TX	9/00–5/04	Psychology	B.A.	May 2004

TEST SCORES: ONLY APPLICANTS WHO ARE FROM A NON-ENGLISH-SPEAKING COUNTRY:

Please state your overall TOEFL score:

TOTAL

Please indicate TOEFL test date: (month/year) _____
Please submit an official score report from the Educational Testing Service (www.toefl.org).

Please state your overall IELTS board score:

TOTAL

Please indicate IELTS test date: (month/year) _____
Please submit an official score report from the International English Language Testing System (www.ielts.org).

ESSAY:

Please type and double-space your response to the following essay topic. Feel free to also use this opportunity to present any additional information that would assist the New College Admission Committee in the evaluation of your candidacy.

Essay: Describe your background and interests. Explain why you wish to pursue the degree for which you are applying and what you hope to accomplish in this degree program. (1–2 pages)

My signature below indicates that all the information contained in my application is complete and factually correct. I understand that misrepresentation of my academic record, including omissions, or of any other information, regardless of intent, can result in dismissal from the university.

Signature of Applicant

Date

FOR OFFICE USE ONLY		
Date Received	ID#	Term
	Fee Pd.	Check#