

acceptable electives include college preparatory courses in English; fine arts; foreign languages; social science; humanities; laboratory science (excluding earth science, general physical science, general environmental science, or other introductory science courses for which biology and/or chemistry is not a prerequisite); or mathematics above the level of Algebra II.

Physical Education or ROTC 1 Unit

2. Acceptable official scores on the SAT (critical reading and math), ACT, ISAT, or Residual ACT.
3. Proper completion of all application materials.

NOTE: First-time freshmen who are missing one required high school course, provided it is not in English, may be admitted to the University. Students who are deficient in a foreign language will be required to take a foreign language course during their first year at FMU. Students missing more than one required course will not be admitted.

ADMISSION APPEALS

Students who are denied admission to the University may appeal the decision to the Admissions, Advising, and Retention Committee. To make an appeal, the applicant should prepare a typed letter addressed to the attention of the Director of Admissions. The letter should explain why reconsideration of the admissions decision is warranted and should clearly describe any extenuating circumstances that will help the committee determine the applicant's suitability for admission. The committee meets several times each semester.

TRANSFER STUDENTS

Transfer applicants must submit an application, the required application fee, and have official transcripts sent from high school as well as each college attended. Test scores are not required for applicants who have earned at least 22 hours of college-transferable work. A 2.0 cumulative college grade point average is required.

From Other Postsecondary Institutions

Students must be eligible for readmission to the institutions they last attended. Students with unsatisfactory academic records or conduct at other institutions are considered only if there are extenuating circumstances and/or time intervals (such as military or work experience) that would give clear evidence to the Admissions Office that admission is warranted. Students who wish to appeal to the committee should submit a request in writing to the Director of Admissions. The committee meets several times each semester.

The maximum amount of credit acceptable upon transfer is 65 semester hours from institutions accredited as junior colleges or two-year institutions. Transfer students are reminded of FMU's residence requirements, which stipulate that at least the last 36 semester hours of course credits must be taken in residence at FMU within five calendar years preceding the date the degree is granted. Also see residence requirements for students pursuing a Bachelor of Business Administration degree.

Transfer Students Who Previously Attended FMU

Former FMU students who transfer to another institution while eligible to continue at FMU may return to FMU provided that they earned a 2.0 grade point average on all college-transferable work since leaving FMU. They must complete an application for admission.

Associate of Arts or Associate of Science Transfer Policy

Students who earn an Associate of Arts or an Associate of Science degree from a regionally or nationally accredited college or university are eligible to transfer directly from the degree granting institution to FMU.

INTERNATIONAL STUDENTS

International students must be proficient in English and academically proficient in their own countries before they are accepted to FMU. The course of study must include course selections from English, history, mathematics, and science, and the application must include appropriate test scores. International students should attain the educational equivalent of an American high school diploma to be considered for admission to FMU. Further information about these requirements can be obtained from the educational system in the applicant's own country or from the Office of Admissions at FMU.

International Student Acceptance Deadlines

All international degree-seeking students must be accepted to FMU by:

- July 1** to begin classes in the **Fall Semester**.
- November 1** to begin classes in the **Spring Semester**.
- April 1** to begin classes in the **Late Spring and Summer Semesters**.

Students are encouraged to apply to the University as early as possible to allow ample time to complete the application before these deadlines.

The following steps must be completed in order for international students to be considered for admission to FMU:

1. **Application Form** – The student must submit a completed Application for Admission. The application form must be accompanied by a nonrefundable application fee.
2. **Financial Certification** – An applicant must provide proof of his or her ability to have expenses covered for completing the degree. This support can come from the applicant's family or sponsor. The cost of attendance changes annually. Please call the Admissions Office or check the website for current information. This sum includes tuition, room, food, books, and miscellaneous expenses. The University requires an official statement from a bank, employer or sponsor or some other official affidavit of support. Financial certification must be sent to the University as a part of the admissions process. The University has a Certificate of Financial Support form that must be used. Original signed copies should be submitted to the Admissions Office.
3. **School Records** – An applicant should request a transcript or certificate of satisfactory study from each institution attended. Examples of this include "A" or "O" levels, baccalaureate, bachillerato, Reifezeugnis, or other school certificates. These records should include an English translation of the subjects studied, grades received in those subjects, and degrees, diplomas, or certificates earned. An explanation of the school's grading system should accompany the transcripts. To be considered official documents, all transcripts must come directly to FMU from the educational institution attended. No facsimiles will be accepted. Students who have completed university work from institutions located outside the U.S. must have those transcripts certified by the World Education Services (WES). More information is available at www.wes.org.
4. **Test of English as a Foreign Language (TOEFL) and IELTS** – The TOEFL is required of all international students except those whose native language is English. An acceptable TOEFL score of at least a 500 (173 on the computerized version or 61 on Internet version) is required. Appropriate scores on the IELTS (International English Language Testing System) may be used in lieu of the TOEFL.

Information about the TOEFL can be found at many schools or at U.S. embassies, consulates, or offices of the United States Information Service. If information is not available in the applicant's country, it can be obtained by writing to TOEFL, Box 6161, Princeton, NJ 08541-6161, USA.