



UNDERGRADUATE ADMISSIONS

GENERAL INFORMATION

Francis Marion University encourages all qualified students to apply for admission. Equal educational opportunities are offered to students regardless of race, sex, religion, color, or national origin.

CAMPUS TOURS – Campus tours for prospective students are offered through the Admissions Office Monday through Friday and on select Saturdays. Appointments should be made for all tours by calling 843-661-1231 or register online at www.fmarion.edu/fmuadmissions.

OPEN HOUSES – The University hosts several open house programs each year for prospective students and their families. Dates are publicized in the media and posted on the FMU website or may be obtained by calling the Office of Admissions at 843-661-1231.

ADMISSION TO THE UNIVERSITY

All prospective students must submit a completed application and a nonrefundable application fee. Students must also submit official transcripts from high school and all colleges (if any) attended. Appropriate test scores must also be submitted. Test scores must be printed on the transcript or sent directly from the testing agency.

Admission decisions at FMU are made on a rolling basis, which means that as soon as a prospective student's file is complete, he or she will be notified of his/her admission status. If the prospective student is currently enrolled in high school or another postsecondary institution, tentative admission may be granted. A final decision will be made upon receipt of final grades and/or proof of high school graduation. Students are encouraged to apply at least six months prior to the intended date of enrollment. Each semester, the admission deadline is noon on the Friday prior to the start of classes. Students must also be accepted to the University before they will be considered for housing assignments or academic scholarships. Withholding information or providing false information to the University can result in a student's application being rejected, admission rescinded, or dismissal from the University.

Acceptance is valid for one academic year, provided there is no enrollment at another institution. If the admitted student enrolls at another institution, he/she must reapply to FMU.

FMU accepts SAT (critical reading and math) and ACT test scores. The University also administers an institutional SAT (ISAT) and an institutional ACT (Residual ACT) to incoming students who have not taken the SAT or ACT in high school or who need to improve their scores. Scores from the ISAT and Residual ACT can be used only at FMU and cannot be transferred elsewhere. Neither the ISAT nor the Residual ACT can be used to qualify for the LIFE scholarship. Prospective students should call the Office of Counseling and Testing to schedule an appointment and ask about current testing fees.

The University accepts credit for Advanced Placement, CLEP, and International Baccalaureate. Please see the "Academic Information" section in this catalog for more information about these programs.

Admissions categories and their specific requirements are listed on the following pages.

REQUIREMENTS FOR ADMISSION

The following are requirements for general admission to the University.

FRESHMEN

First-time freshman applicants will be evaluated on successfully completed college preparatory courses, high school grade-point average, and SAT (critical reading and math) or ACT scores. Special talents and other relevant factors, including extracurricular activities and service to community, will enhance an application but not overcome a poor academic record.

In addition to the application and application fee, freshman applicants should submit the following:

1. Official high school transcripts indicating successful completion of the following college preparatory courses:

English **4 Units**
At least two courses containing strong grammar and composition components, at least one in English literature, and at least one in American literature (completion of college preparatory English I, II, III, and IV will meet these requirements).

Mathematics **4 Units**
These include Algebra I (for which Applied Mathematics I and II may count together as a substitute, if a student successfully completes Algebra II), Algebra II, and Geometry. A fourth higher-level mathematics course should be selected from among Algebra III/trigonometry, pre-calculus, calculus, statistics, discrete mathematics, or a capstone mathematics course and should be taken during the senior year.

Laboratory Science **3 Units**
At least one unit each of two laboratory sciences chosen from biology, chemistry, or physics, a third unit from the same field as one of the first two or any other lab science with a biology or chemistry prerequisite.

Foreign Language **2 Units**
Two units of the same foreign language.

Fine Arts **1 Unit**
One unit in Appreciation, History, or Performance of one of the fine arts.

Social Science **3 Units**
One unit of U.S./American history is required. One half unit each of economics and government is strongly recommended.

Elective **1 Unit**
A college preparatory course in Computer Science (i.e., one involving significant programming content, not simply keyboarding) is strongly recommended for this elective. Other

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 70 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 30 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.

In some instances students who are transferring from other postsecondary educational institutions in the United States may be accepted for admission to FMU without TOEFL scores. This could occur if the student has a high verbal score on the SAT and/or acceptable grades on freshman English courses at the institution from which the student is transferring.

TRANSIENT STUDENTS

Admission to undergraduate courses for one semester or summer session may be granted to students from other colleges and universities whose courses of study have been approved by their academic deans or registrars. Transient students must complete an undergraduate Application for Admission, and transient permission from the student's home institution must be received in writing by the FMU Office of Admissions prior to enrolling.

CONCURRENTLY ENROLLED HIGH SCHOOL STUDENTS

High school students who want to take one or more FMU courses must:

- Submit an Application for Admission to FMU with the nonrefundable application fee.
- Have scores of at least 900 on the SAT (critical reading and math) or 90 (critical reading and math) on the PSAT, composite scores of at least 19 on the ACT, or place into specific courses with appropriate FMU placement test scores.
- Submit a recommendation from high school counselor along with an official high school transcript.

TEACHER CADETS

Teacher Cadets must submit an Application for Admission along with a recommendation from the high school that is based on the Center for Education Recruitment, Retention, and Advancement (CERRA) criteria for eligibility in the Teacher Cadet Program. Admission will be for EDUC 190 only. The application fee will be waived.

HONORS STUDENTS

FMU Honors gives gifted students in all majors the opportunity to work with faculty in small and stimulating classes, to engage in interdisciplinary study that synthesizes knowledge from different disciplines, and to achieve their full intellectual potential. Participants in FMU Honors are encouraged to take an active role in the learning process and to be active learners, critical thinkers, and contributing members of today's global society.

Membership in FMU Honors is established by application. To be eligible to apply, first semester freshmen must have attained a minimum score of 1100 on the SAT (critical reading and math), a minimum composite score of 24 on the ACT, or have distinguished themselves in some other way as deserving of Honors admission. Second-semester freshmen must have earned an overall grade point average of 3.0 in order to become or remain eligible for Honors. Sophomores, juniors, and seniors must earn an overall grade point average of 3.25 in order to become or remain eligible for Honors.

FORMER FMU STUDENT

Students who have not attended continuously one or more semesters (fall or spring) and have not attended another postsecondary institution since leaving FMU must reapply by submitting an Application for Admission, which may be obtained in the Office of Admissions.

ADULT STUDENT WITH NO PRIOR COLLEGE COURSEWORK (DEGREE SEEKING)

Students who are at least 25 years old and who have not attempted any prior college coursework, regardless of the length of time they have been out of school, are eligible for consideration under the Adult Student Admission Policy.

Veterans under 25 years old who have served on active duty a minimum of three years are also eligible for consideration under the Adult Student Admission Policy.

Students applying to FMU under this policy must have a high school diploma or equivalent. If an adult student has prior college coursework, then the transfer student admission requirements must be met. See "Transfer Student" in this section.

Adult students with no prior college coursework must submit the following:

1. Completed application
2. Proof of high school diploma or its equivalent
3. Official transcripts from high school(s) attended
4. Pay the nonrefundable application fee

Prior to enrollment, students admitted as adult students will take placement tests in English and mathematics for accurate placement in these areas. Adult students may receive academic credit for life experience by CLEP or foreign language examinations.

HOME-SCHOOLED STUDENTS

FMU recognizes home schooling as an alternative to traditional high school. Home-schooled students are required to meet regular standards for admission. In order for college preparatory work to be considered, home schools in South Carolina must be recognized by one of the state's Home School Supervisory Associations. Home-schooled applicants from out of state will be reviewed on a case-by-case basis and should document home-school affiliations from their home state.

NON-DEGREE SEEKING STUDENTS

In order to apply for status as a non-degree seeking student, the applicant must submit an application and proof of high school graduation or its equivalent. Non-degree seeking students wishing to change their enrollment status to degree-seeking must meet University admission requirements.

No more than 30 semester hours earned as a non-degree seeking student may be applied toward a degree.

VETERANS

Applicants who are veterans must meet applicable University admission requirements. Veterans who have served on active duty may be eligible for consideration under the Adult Student Admission Policy, at the top of this page.

SENIOR CITIZENS

South Carolina law authorizes state-supported colleges and universities to permit legal residents of South Carolina who are 60 years of age or older, providing such persons do not receive compensation as full-time employees, to attend classes for credit or non-credit on a space available basis without the required payment of general University fees. While the application fee and general University fees are waived for these persons, all other fees must be paid.

ORIENTATION

FMU recognizes that the choice to attend college is one of the most important decisions a person can make. The University also recognizes that this decision has an impact upon a student's entire family. In response to this unique time in the life of a student and his/her family, parents and/or guardians are encouraged to attend FMU's Orientation Program with their students. Each program includes information regarding academic advising and registration. Students and their families have an opportunity to meet with faculty, staff, and students during this orientation. Information sessions are also provided to assist students as they prepare for the transition from high school to college. The Orientation Program is required for all new freshman and transfer students. The cost of the Orientation Program is covered by the Matriculation Deposit with additional charges for guest(s).