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# Admission to the University

Phone: 508-999-8605  
www.umassd.edu

## General Application Procedures

## Applicant Types

Undergraduate admission to the university is selective, based on academic performance and promise. The university is interested in applicants whose scholastic performance, aptitude, interests, character, and study habits give promise of success.

UMass Dartmouth admits its applicants into a specific curriculum, which is either a certain major or a cluster of majors. Applicants are evaluated both by general standards of qualification to do university work and by special standards for admission into the academic areas that they request. Access to programs may be limited by constraints of space and financing.

Each applicant's overall record is assessed for both strengths and weaknesses as indicated by such records as the candidate's secondary school class standing; subjects completed, curricular levels, and grades received; SAT or ACT scores; college-level records for transfer applicants; and other appropriate indicators. This approach gives attention to each applicant as an individual. We do not make admissions decisions based on quotas or formulas.

UMass Dartmouth admits applicants by "rolling admission." This means that there is no set deadline and qualified candidates will be accepted until the time when the university's capacity has been reached in the program of choice.

### Interviews and Campus Visits

We invite applicants and family members to visit the campus and become acquainted with the university. A personal interview is not required. Several times each week from October to April, and on many Saturdays, the Admissions Office schedules information sessions and campus tours. Tours are also available during the summer. Individual tours can also be arranged. Those interested are invited to call. Classroom visits may be arranged in some majors.

Freshman applicants should complete their applications as soon as possible after the conclusion of the first marking period of their senior year, preferably before the end of December and at the latest by March. Transfer applicants should apply as soon as they can after their fall semester grades are available.

As soon as a sufficient number of qualified candidates for the available space in each program—and for on-campus housing—have been admitted, admission into that program will be closed. After March, some well-qualified candidates may be denied entrance to the university or to their first-choice program. The general laws of supply and demand have a significant effect on the admissions process. As the interests of students change from time to time, enrollment pressures in different fields of study either increase or diminish.

The university requires each applicant to submit the record of prior schooling and the results of standardized test scores. Other information may be requested, and all information submitted will be considered. Every year, the university's *Admissions Viewbook* gives complete information and instructions, identifying the specific records and other information that must be submitted. The *Viewbook* also contains an application form. Those interested are invited to call to request a copy.

### Application/Processing Fees

Reasonable nonrefundable application fees are charged as announced in the next section of this *Catalogue*.

The application fee may be waived upon demonstration of significant financial hardship. Secondary school students who are eligible for the College Board Admissions Testing Program's fee waiver should have their school counselors attach a copy of that waiver form to the UMass Dartmouth application. Transfer and "adult" applicants should support a written fee waiver request with a letter from a social worker, financial aid officer, or member of the clergy.

### Two Main Types: Freshman and Transfer Applicants

Applicants who will have secondary school or equivalency diplomas and who have never attended degree-granting post-secondary educational institutions are considered for **freshman** admission. Also considered for freshman admission are applicants who have successfully completed fewer than 15 semester credits of college study.

All who have attended degree-granting post-secondary educational institutions and completed 15 or more credits are considered **transfer** applicants.

Whether applying for freshman or transfer admission, those who completed secondary school at least three years prior to entering the university are not required to submit standardized test scores for admission. Approximately one quarter of our entering students are in this "Returning Students" category, and the admissions staff is available to advise applicants with any special circumstances. Returning Student applicants who would like to discuss their educational plans are encouraged to telephone to arrange an appointment.

### Freshman Applicants for Early Decision

Those freshman applicants whose secondary school grades and SAT scores are strong, and who have decided that UMass Dartmouth is their first choice, may apply for Early Decision. They benefit by receiving a decision before the number of available spaces begins to decline; in return, once accepted they must submit a non-refundable deposit and withdraw all applications to other colleges or universities. For Early Decision consideration, the completed application form, school records through the end of the junior year, and official SAT scores (taken before the senior year), must be received by November 15; decisions will be mailed by December 15.

### Alternative Admission for Academically Disadvantaged New Freshmen

The university realizes its commitment to equal access through alternative admission programs. Although they may not have met entrance standards in prior schooling or as expressed in performance on standardized tests, students in these programs do achieve levels of academic accomplishment comparable to those of other students at the university. The university is committed to the recruiting, counseling, and special academic services which have proven

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## Freshman Admission to the University

### Qualifications for Admission

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effective in enabling these students to achieve their full potential.

Academically disadvantaged students who have the ability, desire, and motivation to benefit from the university's programs, but who lack qualifications for admission, can apply to enter UMass Dartmouth through the alternative admissions program, called **College Now**. Applicants must be in-state residents, cannot exceed 24 transferable college credits, and must meet at least one of the following eligibility criteria: low income status, limited English background, first generation to attend college, disability, or ethnic student of color status. College Now is a fall admissions program only. The *Admissions Viewbook* gives detailed instructions, and the program is described elsewhere in this *Catalogue*.

Some applicants interested in a scientific or technical major who lack the secondary-level preparation may be offered participation in the **Start Program** ("Steps Toward Abstract Reasoning and Thinking"). Women and students of color, as groups traditionally under-represented in the scientific and technical fields, are eligible for this freshman-year program of special courses. Those who indicate a first-choice major in a science or engineering field are considered. The START curriculum helps its students acquire math, science, and reasoning skills in a special first year program of courses in mathematics, science concepts, and problem-solving.

Students admitted to these programs receive conditional admission to the university. To remain at the university after a stipulated trial period, they must satisfy conditions for academic performance and progress that are stated clearly in the offer of admission. They should expect to spend five years to complete the degree.

#### Early Admission for New Freshmen

Superior secondary school students sometimes exhaust the curricular offerings of their schools by the end of the junior year. These students may seek admission to UMass Dartmouth without a secondary school diploma. Their high school records and SAT scores must both be superior. They must also obtain from an official of their secondary school a written agreement that a secondary-level diploma will be granted upon satisfactory completion of one or two semesters of college work.

#### Dual Enrollment Program

UMass Dartmouth welcomes students from current secondary school interested in taking courses at the university under the Common-wealth's Dual Enrollment program, and qualified to do so. Because, currently, this program is not funded by legislation, UMass Dartmouth reserves the right to charge for the cost of some or all of the courses taken. Students generally enroll in one or two courses, enrolling concurrently in high school and university courses. Students and parents should contact their high school guidance office or the Office of Admissions for assistance.

#### Secondary-Level Preparation: College-Preparatory Units

It is expected that an applicant's secondary school record will include at least 16 units of college preparatory courses:

- 4 units in English
- 2 units in social science including one in U.S. history
- 3 units in mathematics
- 2 units in the same foreign language
- 3 units in a science (two years with laboratory)
- 2 units of college-preparatory electives.

One or more of these requirements may be waived for applicants who present alternative indications of academic potential.

#### Secondary-Level Preparation: Program-Specific

Certain programs within the university require specific course backgrounds in addition to the general secondary-level requirements stated above. On the other hand, the Admissions Office will consider persons of extraordinary promise and talent for admission into a program even though they do not meet all of its prior-course requirements.

- *Chemistry, Computer Science, Engineering, Mathematics, Physics, and Textile Chemistry* require 3 and one-half units in college-preparatory mathematics which must include at least 2 units in algebra and one-half unit in trigonometry; and either (a) physics and chemistry, one of which must be a laboratory course, or (b) 3 units in natural science, one of which must be a laboratory course in physics or chemistry. Physics is strongly recommended for all engineering applicants.

- *Biology, Medical Laboratory Science, and Nursing* require 3 units of college-preparatory mathematics, which must include 2 units of algebra; and 2 units of natural laboratory science. Physics is strongly recommended for all engineering technology applicants and chemistry for all nursing and Medical Laboratory Science applicants.

- *Business* requires 3 units of college-preparatory mathematics, which must include 2 units of algebra.

- *Humanities and Social Sciences* majors receive the degree of Bachelor of Arts. This degree requires that students satisfy a foreign language requirement. Therefore, we specifically consider the performance of our humanities and social sciences applicants in their secondary school foreign language courses.

### College Board Scholastic Assessment Test (SAT) Results

The university uses SAT results as one means of assessing applicants' academic potential. The results of the ACT may be substituted.

The *Admissions Bulletin* gives full information about how to register and have score reports sent.

College Board Subject Achievement Tests are not required but the university urges applicants to submit these test results in appropriate subject matter areas. The achievement tests have significant predictive value, especially in the sciences, and can be a valuable source of data in the decision process.

### Exceptions to the SAT Requirement

- Applicants who have left high school three or more years ago (or who have completed 30 or more transferrable credits at a college or university) are not required to submit SAT scores.
- Massachusetts residents who have been diagnosed as having a **learning disability** as determined by Chapter 766 or Chapter 344 may submit, *instead of* the SAT, proof of a diagnosis of a learning disability.

### Applicants from a Second-Language Background

Sensitive to its location in an area of ethnic diversity, the university recognizes the barrier which the cultural and linguistic assumptions of standardized tests place between talented students for whom English is a second language and access to academic programs from which they can benefit. We will exempt students for whom English is a second language from those portions of our admissions standards which place them at a disadvantage.

### Quality of Performance in Previous Schooling and on the SATs

For both freshman and transfer decisions, the evaluation of each applicant relies on an assessment of the *quality* of the applicant's

previous school performance, test scores, abilities, and other aspects that are relevant to a prediction of probable success at the university. For each of the majors and curricula, somewhat different criteria are applied. The derivation of these criteria is the responsibility of the departments and colleges, in close cooperation with the representatives of the Admissions Office, who will implement the criteria in individual admissions decisions.

Information about the university's previous application decisions is routinely made available to secondary-school counselors. Applicants are encouraged to consult these officials at their institutions for advice about their prospects for admission to the university.

Some freshman applicants who are denied admission are advised by our admissions officials to pursue studies at a community college for one or more semesters and to reapply for admission. Subsequent admission is not automatic but conditional on good performance at the community college.

UMass Dartmouth welcomes transfer applications from students attending, or who have attended, public or private two- and four-year institutions. The university strives especially to facilitate the transfer of students from Massachusetts public community colleges through a variety of special contacts and communications. We accept the Commonwealth Transfer Compact.

Information about the university's previous application decisions is routinely made available to community college transfer officials. Applicants are encouraged to consult the officials at their institutions for advice about their prospects for admission to the university.

Some transfer applicants with few completed college credits who have been denied admission may be advised by our admissions officials to pursue studies at a community college for one or more semesters and then reapply for admission. Subsequent admission is not automatic but conditional on good performance at the community college.

### Community College/UMass Dartmouth Joint Admission

The university offers access to a significant group of students through formal Joint Admission Agreements with all public community colleges in Massachusetts. The university also has agreements with the Community College of Rhode Island, Dean College, and Quincy College.

By the joint admission agreement, students entering a transfer degree program at the community college are admitted to UMass Dartmouth concurrently, being eligible to transfer after completion of the Associate's Degree, without making an additional application. Achievement of a 2.500 cumulative grade average, and remaining in the approved transfer program are the main conditions that the student must fulfill. The program involves active academic program planning and advisement by both college and university personnel, to assist students in meeting any requirements for the specific major program the student plans to enter at the university.

Prospective or current community college students should contact the UMass Dartmouth Admissions Office or an admissions officer or transfer counselor at the community college for further information.

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### **Qualification for Admission: Transfer Applicants**

In evaluating the qualifications of transfer applicants, procedures similar to those for freshman applicants are used in assessing the extent and levels of previous schooling and the quality of each applicant's performance. The exceptions are noted below. In general, secondary school records for transfer applicants who have completed relatively few college-level credits will be weighted more heavily than for those who have completed significant amounts of college-level work.

### **Records from Other Post-Secondary Institutions and Secondary-Level Records**

Transfer students must arrange for certified transcripts to be sent to us from *all* colleges/universities that they have attended (including any for UMass Dartmouth's regular sessions and/or Division of Continuing Education). In addition, they must submit a listing of any courses in progress and course descriptions in some cases.

Transfer applicants who have completed 30 or more transferrable credits at a college or university are not required to submit secondary school records. Others must submit both secondary school and college transcripts. Those who completed high school through the GED program must send a copy of the GED certificate as well as the GED test scores in addition to the transcript of their last-attended school. Additional materials, such as teacher or counselor recommendations, are welcome. In specific cases, the admissions staff may ask for additional records.

### **College Board Scholastic Assessment Test (SAT) Results**

Transfer applicants who present at least 30 transferrable college credits at the time of application are not required to submit College Board SAT results. Others are required to do so; most will submit the scores that they earned while they were in secondary school.

The *Admissions Viewbook* gives full information about how to register and to have score reports sent.

### **The Commonwealth Transfer Compact**

The Transfer Compact offers special opportunities for students transferring from Massachusetts public community colleges to Massachusetts public colleges and universi-

ties. Specifically, the Compact is for students who will complete an associate's degree at the community college that is designed to prepare them to transfer to a four-year academic program. Students who have completed or will complete such a program are designated as Transfer Compact students by their community college.

UMass Dartmouth welcomes applications from Transfer Compact students with strong academic records. Among the advantages are a guaranteed acceptance of 60 credits in transfer, protections against having to repeat requirements (especially those for general education), and transferability of "D" grades. The complete text of the Transfer Compact is available at the community colleges, and a transfer counselor there should be able to provide guidance and explanations. It is also available from UMass Dartmouth, upon request.

We encourage those who are attending one of the Massachusetts public community colleges—even if they will not be Transfer Compact students—to plan their studies with eventual transfer to UMass Dartmouth in mind. The counseling or advising professionals at the student's community college can assist valuably in these plans.

### **Advanced Standing through Transfer Credits**

The quality and quantity of academic work completed at previous higher education institutions determine the amount of transfer credit accepted at UMass Dartmouth and its applicability toward a degree. We accept college/university level credits taken at an accredited institution if the content is equivalent to a course or appropriate to a curriculum that we offer. Vocational or non-college level courses (such as physical activity, trade education, and high-school level courses) are not transferable.

The university's basic course and credit transfer policies are stated as follows. These policies apply unless a special transfer agreement or program imposes different conditions approved for that program.

Special conditions apply for Interchange Transfer students, students entering under the Transfer Compact, and students in Study on Exchange status.

Transferred credits and course titles will be recorded on the transcript, without a grade designation; they will not be included in the

grade point average that is earned here. Only credits for courses in which "C-" or higher grades were received will transfer.

At least 45 credits of course work must be completed at UMass Dartmouth. Other credits that may be applied to the degree include advanced placement and CLEP credits. No more than 60 credits can be accepted from any combination of post-secondary 2-year institutions, advanced placement, or CLEP credits.

At least 30 credits of advanced and specialized courses must be completed (UMass Dartmouth courses numbered 300 or higher). It is expected that students will earn most of their advanced and specialized course credits at UMass Dartmouth. Students may be granted permission by the appropriate chairperson and college dean to earn some of these credits at another institution so long as UMass Dartmouth major and minor requirements are met to their satisfaction thereby.

All courses accepted for transfer credit will count as UMass Dartmouth credits, but they will not necessarily count toward the specific degree requirements of the candidate's college and department. Some may be awarded as free electives only. Transcripts are evaluated by the Admission Office or the college into which the applicant is accepted.

### **Interchange Transfer, Permanent**

Currently enrolled degree-seeking students at UMass Amherst, UMass Boston, or UMass Lowell who wish to change to be degree-seeking students at UMass Dartmouth may request Interchange Transfer. No application fee is required. To be eligible, the applicant must be in good academic standing and be currently enrolled with a load of 12 or more credits, have completed successfully at least 12 credits, and have at least a 2.000 cumulative grade point average.

Interchange transfer applicants must submit our application form and have an official copy of their *current* UMass transcript sent to us; if they meet the eligibility criteria, no other documents need to be sent.

Part-time, continuing-education, or non-degree "special students" at a UMass campus are considered regular applicants and must submit all documentation and pay the application fee.

*more on next page*

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## Transfer applicants continued

Please contact the UMass Dartmouth Office of Admissions for specific instructions.

### Temporary Interchange Transfer

Temporary interchange students from the other campuses attend UMass Dartmouth for one or two semesters, applying UMass Dartmouth credits to the degree requirements of their home campus.

Before registering, temporary interchange students should receive from their home campus all necessary approvals regarding the applicability of UMass Dartmouth courses to the degree requirements of their home campus. Temporary interchange students receiving financial aid work through the financial aid office at their home campus.

### Other Types of Credit

Applicants have opportunities for academic credit in addition to that provided by the transfer of credits from other institutions of higher learning.

*AP examinations.* Increasing numbers of students complete college-level studies while still in secondary school, through the Advanced Placement program of the College Board. We award advanced placement and/or college credit for AP examination scores of 3 or higher (with one exception: Psychology requires a 4 or 5) in most AP fields. Additional information is available at the Office of Admissions.

*CLEP credit.* The university has approved the use of the College Board College Level Examination Program (CLEP). This program uses test results to show that an individual has achieved college-level education in a certain academic field. We can award credit for CLEP Subject Examination scores of 50 or above, as reported on the CLEP score report. Some CLEP Subject Examinations may not receive credit, and the equivalency of these to UMass Dartmouth's courses will be determined by the academic department for that subject. UMass Dartmouth does not give credit for CLEP General Examinations. Please consult the more detailed statement in the chapter on Special Learning Opportunities.

*Military training courses.* For military service school training, credit will be evaluated according to the recommendations of the *Guide to the Evaluation of Educational Experience in the Armed Services*, prepared

by the American Council on Education. Degree candidates normally do not use these credits within the major field.

*Continuing Education degree offerings; prior learning credit.* The Division of Continuing Education at UMass Dartmouth offers credit for validated prior learning to those who have become registered students. This program provides university academic credit for adult students who, through occupational or other experiences, have achieved the equivalent of college-level knowledge. Their prior learning is documented through a one-semester workshop and then evaluated for credit.

Credit courses taken from UMass Dartmouth's Division of Continuing Education are considered regular courses of the university. They appear on the transcript and the grades earned are reflected in the candidate's grade point average at the university.

## Additional Application Requirements

The nature of some majors or curricula may make it desirable for additional information to be gathered systematically as a part of the application process so long as they do not contradict the admissions policies and procedures of the university. Three such requirements are currently in effect.

### Multidisciplinary Studies

Applicants for admission to this individually-designed major must arrange a program of study with the program director before acceptance can be offered. This program is open to transfer applicants only.

### Music Audition Requirement

Applicants for admission to the music major must audition in person in their principal applied area (either instrument or voice); the audition is a requirement for a completed application in music. Those who cannot audition in person must request permission to submit recordings.

### Studio Art Portfolio

The faculty of the College of Visual and Performing Arts review applicants' art portfolios as a part of the application process. Complete instructions to help applicants meet these requirements are given in the *Admissions Viewbook*.

### Nursing, RN Track

Matriculation in this program requires a student to have a nursing associate's degree or hospital diploma and a current Massachusetts RN license.

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## Regional Student Admission: Reduced Tuition Program

The New England Regional Student Program enables residents of Rhode Island, Connecticut, Maine, New Hampshire, and Vermont who apply for academic programs not available in their own public colleges and universities to receive special consideration for admission and to pay significantly reduced tuition at this university (in-state tuition plus 50%). Secondary school guidance counselors and college transfer officers can provide details about this program, or one can contact the New England Board of Higher Education, Boston, MA 01984, phone (617) 357-9620. The following table indicates UMass Dartmouth undergraduate programs that are available to New England residents at reduced tuition charges:

### Program

Textile Chemistry  
Textile Science  
Portuguese  
Sculpture/3D  
Textile Design  
Visual Design  
Art Education

### Eligible State Residents

CT, ME, NH, RI, VT  
CT, ME, NH, RI, VT  
ME, NH, RI, VT  
CT, ME, NH, RI, VT  
CT, ME, NH, RI, VT  
ME, RI, VT  
RI

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## Other Applicant Types

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### International Applicants

(those needing to receive F-1 visas)  
To the extent possible, international applicants should follow the instructions for either new freshman or transfer application, depending on their individual circumstances. International applicants will pay the out-of-state application fee and are not eligible for waivers of this fee. Upon acceptance and for as long as they attend the university, they must pay out-of-state tuition. International undergraduate students are not eligible to receive financial aid from the university.

International applicants must submit their application fees in US currency. Checks not in US currency will be returned and the application will not be processed until the fee has been resubmitted in US currency.

These applicants must also meet all requirements of the United States Office of Immigration, in order to be issued the I-20 form. They must satisfy the conditions for admission to the university and become full-time, degree-seeking students.

In addition, international applicants whose native language is other than English must submit official scores from the Test of English as a Foreign Language (TOEFL), which is offered at regularly scheduled intervals throughout the world. Foreign nationals who have completed a year or more of study in United States institutions, or whose education abroad was conducted in institutions in which the primary language of instruction is English, are exempt from this requirement.

### Students Seeking a Second Bachelor's Degree

Students who have earned a bachelor's degree at UMass Dartmouth or a predecessor institution who wish to pursue a second baccalaureate degree here, are invited to apply for readmission at the Registrar's Office. Those with a degree from another institution apply to the Admissions Office.

### UMass Dartmouth Students Seeking Re-Admission

Any student who was previously admitted to UMass Dartmouth (day division) as a degree candidate and who registered for one or more semesters may request re-admission by contacting the Registrar's Office at (508) 999-8615.

### Access to Courses, for Students Not Seeking a Degree (Non-Degree Students)

There are many reasons why a person might wish to take one or more courses at the university without seeking a degree. When feasible, therefore, we allow qualified students who are not UMass Dartmouth degree candidates to register for courses as special students. They may register only for courses for which they are qualified and in which space is available after the degree-seeking students have registered, and will be held to a strict limit in the total number of credits for which they may enroll as special students. Specific regulations for special students are given in the Academic Policies and Regulations section of this *Catalogue*.

Non-Degree Student registration may take place after the close of registration for degree students. An initial review of those seeking to register as undergraduate non-degree students is made in the Academic Advising Center. Applicants should be prepared to discuss their plans and to show appropriate records of prior schooling.

### Visiting and Exchange Students

The university welcomes visiting students, who are matriculated at another university or college but wish to pursue their studies with us temporarily. We are especially interested in supporting students whose studies at another university will be enriched by a planned semester here, arranged between academic departments or faculty advisors.

The university also participates in formal as well as informal international student exchanges. A listing of formal exchange programs appears elsewhere in this catalogue. Contact the director of any of the exchange programs for additional information about the programs. Students accepted in exchange are issued paperwork authorizing them to receive a J-1 student visa, through the Office of Academic Affairs/ Graduate Studies (508-999-8024).

### Students with Disabilities

Applicants are under no obligation to disclose a disability. The university will admit students who clearly demonstrate the ability to perform the academic work, without reference to learning or physical disability, as with all applicants.

Students with a physical or learning disability who are offered admission are encouraged to contact us about the support services we

offer, to help them make their decision whether to enroll. An early meeting with Carole Johnson, Director of the Office of Disabled Student Services, is recommended; call (508) 999-8711. Students considering application may also call this office; the admission decision will be made independently of such preliminary inquiries.

### Mid-Year Admissions

To the extent that space and fiscal resources permit, the university will admit qualified mid-year applicants. Special efforts will be made to ensure that spaces are available in appropriate spring semester classes for those admitted.

### Social Security Number

The university requests all students (except international students who lack them) to submit their social security numbers for use as their student ID number. However, those who do not wish to have their social security numbers used as their student identifier will be issued a special nine-digit number for this purpose, upon formal request to the Office of the University Registrar. Students can be assured that the university will respect and protect their privacy and their social security numbers.

### Graduate Admissions

Contact the Office of Graduate Studies for information, program descriptions, and application materials. Phone (508) 999-8604.