



# SYRACUSE UNIVERSITY

## Application for Admission

### For Part-Time Undergraduate SU Students

#### APPLICATION INSTRUCTIONS

If you are seeking admission to a Syracuse University undergraduate program as a part-time student, use this application packet. To apply for admission, you must have an admission interview with an academic advisor at University College, the continuing education division of Syracuse University. University College is the primary college for part-time undergraduate students.

You may apply for single, dual, or combined enrollment.

- **Single enrollment** means having one major in one school and receiving one degree.
- **Dual enrollment** means having two different majors in two different schools but receiving a single degree granted by both schools.
- **Combined enrollment** also means having majors in two different schools but leads to two separate degrees conferred by both schools. Most combined enrollment programs require additional coursework.

Admission is reviewed on a continuing basis, so there is no application deadline for part-time undergraduates. It is recommended that your application should be completed at least six weeks prior to the beginning of the semester.

For the purpose of this application, if you have attended any other institution of higher education on any basis for any period of time, you are considered a transfer student.

Also, if you've ever attended Syracuse University, including credit courses taken on a nonmatriculated basis through University College, please indicate this under "Education" on your application. (Matriculation means admission to a degree program.)

In certain instances, the admission committee may request letters of recommendation from professors or employers after an initial review of your application.

#### Here is a checklist of requirements to complete:

- Schedule an admission interview with a University College Academic Advisor. Call 315-443-3261 to schedule your interview.
- Complete the enclosed application form.
- Submit a typed, double-spaced personal essay. Directions and possible topics on page 4.
- Audition/portfolio review (if required).
- Return the application form, your essay, and your \$75 nonrefundable application fee to Syracuse University/University College, 700 University Avenue, Academic Advising, Room 126, Syracuse, New York 13244-2530. Make check or money order payable to *Syracuse University*. We will acknowledge receipt of your application. You may also pay by all major credit cards over the telephone by calling 315-443-4135.
- If you have **attended or graduated from high school in the past five years**—even if you also attended college during that time—have an official copy of your GED or TASC transcript or high school transcript and Scholastic Aptitude Test scores sent to Syracuse University/University College, Student Administrative Services, 700 University Avenue, Syracuse, NY 13244-2530.
- If you have **attended college**, arrange for an official copy of your transcripts of all previous undergraduate work to be sent directly to our office. Official transcripts must have a raised seal. Do not send photocopies. Transcripts should indicate years of attendance, subjects studied each year, and grades. A key to the grading system should also be included. All documents in languages other than English must be accompanied by a certified literal English translation.

When all the necessary transcripts and other relevant materials have arrived, and you have completed your admission interview, we will review your application and notify you immediately when the decision is made.

## Application for PART-TIME UNDERGRADUATE ADMISSION

A \$75 nonrefundable fee payable to "Syracuse University" must accompany your application.

(Fee is waived for HEOP and veteran applicants.)

### APPLICANT

Legal Name \_\_\_\_\_  
Last/Family/Sur (Enter name exactly as it appears on official documents.)      First/Given      Middle (complete)      Jr., etc.

Preferred name, if not first name (only one) \_\_\_\_\_ Former last name(s) \_\_\_\_\_

Birth Date \_\_\_\_\_  Female  Male      U.S. Social Security Number, if any \_\_\_\_\_  
mm/dd/yyyy      Required for U.S. citizens and Permanent Residents.

Preferred Telephone  Home  Cell      Home (\_\_\_\_\_) \_\_\_\_\_ Cell (\_\_\_\_\_) \_\_\_\_\_  
Area/Country/City Code      Area/Country/City Code

E-mail Address \_\_\_\_\_ Work Phone \_\_\_\_\_

Permanent home address \_\_\_\_\_  
Number & Street      Apartment #

\_\_\_\_\_  
City/Town      County or Parish      State/Province      Country      ZIP/Postal Code

If different from above, please give your current mailing address for all admission correspondence.      (from \_\_\_\_\_ to \_\_\_\_\_)  
(mm/dd/yyyy)      (mm/dd/yyyy)

Current mailing address \_\_\_\_\_  
Number & Street      Apartment #

\_\_\_\_\_  
City/Town      County or Parish      State/Province      Country      ZIP/Postal Code

### CITIZENSHIP

I am a:  United States citizen     Permanent resident     Non-U.S. citizen/non-U.S. permanent resident

If non-U.S. citizen, indicate country of citizenship: \_\_\_\_\_

Birthplace (include city/town, state/province, and country): \_\_\_\_\_

### FUTURE PLANS

Type of enrollment:  Freshman     Transfer    Semester applying for: Fall (year) \_\_\_\_\_ Spring (year) \_\_\_\_\_ Summer (year) \_\_\_\_\_

Degree sought:  Associate degree     Bachelor's degree     Certificate

Are you applying to HEOP (the Arthur O. Eve Higher Education Opportunity Program)?  Yes     No

FOR TRANSFER STUDENTS ONLY: Have you been enrolled in an HEOP, EOP, or SEEK program?  Yes     No    Enrollment dates: \_\_\_\_\_

I am enrolling through University College (UC) for enrollment in college: \_\_\_\_\_ Intended program of study \_\_\_\_\_  
ENTER COLLEGE CODE      ENTER PROGRAM CODE  
(Refer to "College and Program Codes" insert)      (Refer to "College and Program Codes" insert)

Do you intend to apply for need-based financial aid?  Yes     No

Application for PART-TIME UNDERGRADUATE ADMISSION (continued)

DEMOGRAPHICS

OPTIONAL: The following items are optional. No information you provide will be used in a discriminatory manner.

1. U.S. Armed Forces status: Currently serving Previously served Current dependent None

If you answered the previous question with CURRENTLY SERVING or PREVIOUSLY SERVED, please complete the following questions:

- Anticipated status at the time you enroll: On active Military Duty Veteran of U.S. Armed Forces U.S. Reserves or National Guard
Please identify your branch of service: Air Force Army Coast Guard Marine Corps Navy
Start date of service: End date of service (if applicable):

2. Are you Hispanic/Latino?: Yes, Hispanic or Latino (including Spain) No If yes, describe your background

3. Regardless of your answer to the prior question, please indicate how you identify yourself. (Check one or more and describe your background.)

- American Indian or Alaska Native (including all Original Peoples of the Americas) Are you Enrolled? Yes No If yes, please enter Tribal Enrollment Number
Asian (including Indian subcontinent and Philippines) Black or African American (including Africa and Caribbean)
Native Hawaiian or Other Pacific Islander (Original Peoples) White (including Middle Eastern)

EDUCATION

Have you ever attended Syracuse University, either full time or through University College (part time)? Yes No If so, when? Month Year

Colleges and Universities: Are you currently enrolled in college? Yes No This is a 2-year 4-year institution

Report all college attendance beginning with your most recent school. Include all online and summer coursework. Please have an official transcript sent as soon as possible.

Table with 4 columns: College/University Name, Location (City/State/Province, ZIP/Postal Code, Country), Dates Attended (mm/yyyy), Degree(s) earned

Secondary/High Schools: List all secondary schools you have attended. Please have an official transcript sent as soon as possible if you graduated within the past 5 years.

Table with 4 columns: Name of School, Location (City/State/Province, ZIP/Postal Code, Country), Dates Attended (mm/yyyy), Did you graduate?

Secondary/High School Graduation Date (mm/dd/yyyy)

If you have not graduated, have you taken a high school equivalency exam? Yes No Date taken and passed (mm/dd/yyyy):

## Application for PART-TIME UNDERGRADUATE ADMISSION *(continued)*

### WRITING

**Personal Essay** This personal essay helps us become acquainted with you as a person and student, apart from courses, grades, test scores, and other objective data. It will also demonstrate your ability to organize your thoughts and express yourself.

**Please provide a statement of 250 – 500 words that addresses your reasons for applying to SU and the objectives you hope to achieve, or select one of the options listed below, and attach it to your application before submission.**

- ❶ Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced and its impact on you.
- ❷ Discuss some issue of personal, local, national, or international concern and its importance to you.
- ❸ Indicate a person who has had a significant influence on you, and describe that influence.
- ❹ Describe a character in fiction, a historical figure, or a creative work (as in art, music, science, etc.) that has had an influence on you, and explain that influence.
- ❺ A range of academic interests, personal perspectives, and life experiences adds much to the educational mix. Given your personal background, describe an experience that illustrates what you would bring to the diversity in a college community or an encounter that demonstrated the importance of diversity to you.

### DISCIPLINARY HISTORY

- ❶ Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from the 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, that resulted in a disciplinary action? These actions could include, but are not limited to: probation, suspension, removal, dismissal, or expulsion from the institution.  Yes  No
- ❷ Did you receive an Other Than Honorable Discharge, Bad Conduct Discharge, or Dishonorable Discharge (if applicable)?  Yes  No
- ❸ Have you ever been adjudicated guilty or convicted of a misdemeanor, felony, or other crime?  Yes  No  
[Note that you are not required to answer “yes” to this question, or provide an explanation, if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise ordered by a court to be kept confidential.]

If you answered “yes” to any of the questions, attach a separate sheet of paper that gives the approximate date of each incident, explains the circumstances, and reflects on what you learned from the experience. You will be required to sign a consent to release information form.

### ADDITIONAL INFORMATION

**Please attach a separate sheet if you wish to provide details of circumstances or qualifications not reflected in the application.**

**Note: If there are any changes to the information requested in this application, including disciplinary history, applicants are expected to immediately notify University College.**

### SIGNATURE

#### Required Signature

I certify that all information submitted in the admission process—including the application, the personal essay, any supplements, and any other supporting materials—is my own work, factually true, and honestly presented, and that these documents will become the property of the institutions to which I am applying and will not be returned to me. I understand that I may be subject to a range of possible disciplinary actions, including admission revocation, expulsion, or revocation of course credit, grades, and degree, should the information I have certified be false.

I acknowledge that I have reviewed the application instructions for this application. I understand that all offers of admission are conditional, pending receipt of final transcripts showing work comparable in quality to that upon which the offer was based, as well as honorable dismissal from the school.

Signature \_\_\_\_\_ Date \_\_\_\_\_

*(mm/dd/yyyy)*

# College and Program Codes Spring 2017, Summer 2017, and Fall 2017

Codes for Syracuse University's schools and colleges are shown in heavy black type, and codes for the programs of study are shown in regular type. *College codes* consist of two capital letters. *Program codes* consist of both letters and numerals.

Please be sure to include the appropriate college code and program code on your application form.

## Single Enrollment

### College of Arts and Sciences.....AS

Undecided .....	AR42
African American Studies .....	AF05
Anthropology .....	AN05
Applied Mathematics .....	AP03
Art History.....	AR31
Biochemistry .....	BIO5
Biology .....	BI15
Biophysical Science .....	BI17
Biotechnology.....	BI30
Chemistry .....	CH10
Citizenship and Civic Engagement.....	CI04
Classical Civilization.....	CLO5
Classics (Greek and Latin) .....	CL10
Communication Sciences and Disorders .....	CO10
Earth Sciences (Geology).....	EA20
Economics.....	EC05
Energy and Its Uses .....	EN01
English and Textual Studies .....	EN25
Ethics .....	ET01
European Literature.....	EU05
Fine Arts .....	FI35
Forensic Science.....	FO50
French and Francophone Studies.....	FR04
Geography .....	GE15
German Language, Literature and Culture.....	GE25
History.....	HI10
History of Architecture .....	HI15
International Relations.....	IN70
Iroquois Linguistics for Language Learners .....	IR30CRT
Italian Language, Literature and Culture.....	IT05
Latino-Latin American Studies.....	LA07
Liberal Arts (A.A. through UC).....	LI05
Liberal Studies (B.A. through UC) .....	LI10

Linguistic Studies.....	L115
Mathematics.....	MA60
Medicolegal Death Investigation .....	ME19CRT
Middle Eastern Studies .....	MI18
Modern Foreign Languages .....	M005
Modern Jewish Studies .....	MO30
Music History and Cultures .....	MU17
Neuroscience.....	NE05
Philosophy .....	PH05
Physics .....	PH25
Policy Studies (Public Affairs) .....	P005
Political Philosophy .....	P010
Political Science.....	P015
Psychology .....	PS10
Religion .....	RE30
Religion and Society .....	RE35
Russian and Central European Studies.....	RU08
Russian Language, Literature and Culture.....	RU05
Sociology.....	SO30
Spanish Language, Literature and Culture .....	SP05
Women's and Gender Studies .....	W011
Writing and Rhetoric.....	WR20

### Professional Advising Programs

Pre dentistry .....	PR05
Prelaw.....	PR15
Pre medicine.....	PR17
Preveterinary Medicine .....	PR25

### School of Education .....ED

*(See next page for codes: art education, English education, mathematics education, music education, science education, social studies education, and inclusive early childhood special education.)*

Health and Exercise Science .....	HE05BS
Health and Physical Education .....	HE06BS
Inclusive Elementary and Special Education .....	IN05BS
Physical Education .....	PH15BS
Selected Studies in Education.....	SE15BS

*(for those interested in education careers but not pursuing a teaching certification)*

### College of Engineering and Computer Science .....EC

Undecided .....	EN06
Aerospace Engineering.....	AE06BSAEE
Bioengineering.....	BI11BSBIE
Chemical Engineering.....	CH06BSCEN
Civil Engineering .....	CI06BSCIE
Computer Engineering.....	CO29BSCSE
Computer Science.....	CO36BS
Electrical Engineering.....	EL06BSELE
Environmental Engineering.....	EN61BSENV
Mechanical Engineering.....	ME06BSMEE
Systems and Information Science .....	SY11BS

*(See also "Combined Enrollment")*

### David B. Falk College of Sport and Human Dynamics .....SH

Undecided .....	SP80
Child and Family Studies.....	CH15BS
Food Studies .....	FO03BS
Nutrition.....	NU50BS
Nutrition Science .....	NU55BS
Public Health .....	PU16BS
Social Work .....	SO27BS
Sport Analytics.....	SP60BS
Sport Management .....	SP20BS

### School of Information Studies.....IS

Information Management and Technology .....	IN25BS
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*(See also "Dual Enrollment")*

### Martin J. Whitman School of Management .....MG\*

Undecided .....	MA10
Accounting.....	AC05
Entrepreneurship and Emerging Enterprises .....	EN40
Finance.....	FI30
Management.....	MA11
Marketing Management.....	MA40
Real Estate .....	RE09
Retail Management.....	RE43
Supply Chain Management .....	SU10

*(See also "Dual Enrollment")*

\*Fall admission only

*(Continued on next page)*

**S.I. Newhouse School of Public Communications..... PC**

- Undecided (Freshman applicants only).....PU12
- Advertising.....AD15BS
- Broadcast and Digital Journalism .....BR06BS
- Graphic Design .....GRO6
- Magazine .....MA05BS
- Newspaper and Online Journalism.....NE11BS
- Photography.....PH10
- Public Relations.....PU20BS
- Television, Radio, and Film .....TE20BS  
(See also "Dual Enrollment")

**University College ..... UC**

- Creative Leadership.....CR05BPS
- Creative Leadership (online) .....CR05BPS-W
- Creative Leadership (Certificate) .....CR05CRT
- Creative Leadership (Certificate-online).....CR05CRT-W
- Knowledge Management .....KN10BPS
- Knowledge Management (online).....KN10BPS-W
- Knowledge Management (Certificate) .....KN10CRT
- Knowledge Management (Certificate-online).....KN10CRT-W

**College of Visual and Performing Arts**

Most programs in art and design, transmedia, drama, and music require portfolios or auditions (except the Bandier Program for Music and the Entertainment Industries).

Visit [vpa.syr.edu](http://vpa.syr.edu) for more information.

**School of Art ..... VPR**

- Arts in Context .....AR49BS
- Illustration.....ILO5BFA
- Studio Art (BFA) .....ST30BFA
- Studio Art (BS).....ST30BS

**Department of Communication and Rhetorical Studies ..... VPC**

- Communication and Rhetorical Studies.....C012BS

**School of Design ..... VPG**

- Communications Design .....CO15BFA
- Environmental and Interior Design....EN54BFA
- Fashion Design .....FA12BFA
- Industrial and Interaction Design.....IN11BID

**Department of Drama ..... VPD**

- Acting.....AC20BFA
- Drama (BS) .....DR05BS
- Musical Theater.....MU40BFA
- Stage Management.....ST07BFA
- Theater Design and Technology .....TH20BFA

**Setnor School of Music ..... VPM**

- Music (BA).....MU10BA
- Music Composition .....MU20BMUS
- Music Industry .....MU30BMUS
- Performance Organ .....OR05BMUS
- Performance Percussion.....PE05BMUS
- Performance Piano.....PI05BMUS
- Performance Strings.....ST10BMUS
- Performance Voice.....VO05BMUS
- Performance Wind Instruments.....WI05BMUS
- Recording and Allied Entertainment Industries .....RE13BS
- Sound Recording Technology.....SO55BMUS

**Department of Transmedia ..... VPX**

- Art Photography .....AR40BFA
- Art Video.....AR45BFA
- Computer Art and Animation .....CO32BFA
- Film .....FI26BFA  
(See also "Dual Enrollment")

**Dual Enrollment**

Only the dual enrollments listed below are approved by the University and may be entered on the application form.

**Arts and Sciences/ Education .....AS/ED**

Enter only one program code, selected from the choices below.

- English Education .....EN30BA
- Mathematics Education.....MA70BS
- Science Education/Biology .....SC15BA
- Science Education/Chemistry .....SC20BA
- Science Education/Earth Science .....SC25BA
- Science Education/Physics .....SC30BA
- Social Studies Education .....SO20BA
- Spanish Education.....SP03BA

**Arts and Sciences/ Public Communications.....AS/PC**

Enter any arts and sciences program code and any public communications program code.

**Education/Sport and Human Dynamics.....ED/SH**

- Inclusive Early Childhood Special Education Teacher Preparation .....IN03BS

**Information Studies/ Management.....IS/MG**

Enter the information studies program code and any management program code.

**Management/ Arts and Sciences.....MG/AS**

Enter any management program code. Only the following programs in Arts and Sciences apply:

- Biology.....BI15
- Biotechnology .....BI30
- Chemistry.....CH10
- Earth Sciences .....EA20

**Management/ Public Communications.....MG/PC**

Enter any management program code and any public communications program code.

**Public Communications/ Information Studies.....PC/IS**

Enter any public communications program code and the information studies program code.

**Visual and Performing Arts/Education .....VPRED**

- Art Education.....AR20BFA

**Visual and Performing Arts/Education .....VPMED**

- Music Education .....MU25BMUS

**Combined Enrollment**

**Arts and Sciences/ Engineering.....AS/EC**

Enter any arts and sciences program code and any engineering program code.