8 Admission Requirements and Application Procedures

Students returning to the University of Maryland after a separation of five calendar years may petition the appropriate dean to have a number of grades and credits from courses previously taken at the University of Maryland, College Park, removed from the calculation of their cumulative grade point averages and from the credits applied toward graduation requirements. The information on academic requirements and regulations is in chapter 4.

INTERNATIONAL STUDENT ADMISSION

The University of Maryland seeks to enroll international students who demonstrate strong academic performance with records suggesting potential for success at Maryland. Admission is competitive and is offered to applicants whose academic credentials indicate marks of "very good" to "excellent." Due to space limitations and the competitive nature of undergraduate admission at the University of Maryland, an international applicant should submit a complete application as early as possible, and always before the deadlines listed in this section. Applications completed after a deadline will not be considered for that semester, but will be reviewed for the following semester. Evaluation of an applicant’s credentials will take place only after all application materials are received. Decisions are released in writing on a rolling basis.

Applicants currently holding or intending to seek an F-1 Student or J-1 Exchange Visitor visa to study in the United States are considered international applicants and should observe the following instructions. All other non-immigrant visa holders (including A, E, G, H, I, and L) should follow the Freshman and Transfer instructions preceding and following the International Student Admission section of the catalog.

Freshman Admission - International

You are considered a freshman applicant if you have completed fewer than 12 semester hours of university-level credit past secondary school at the time you plan to enter the University of Maryland. Successful freshman applicants demonstrate satisfactory completion of diverse college preparatory subjects in secondary school, proficiency in English, and evidence of sufficient funds to cover all expenses. Due to space limitations, we are unable to accommodate all students who have the ability to be successful academically at the University of Maryland.

The Fall (August) deadline for applications to be received is December 1. The Spring (January) general deadline is August 1.

All of the following documents must be submitted before the freshman final deadline for an applicant to be considered for undergraduate admission: International Student Application for Undergraduate Admission; nonrefundable application fee (U.S. $55.00); official secondary school transcripts in native language with certified literal English translations and, where appropriate, official results and certificate of completion from a national secondary school examination; all official university or college transcripts in native language with certified literal English translations and, where appropriate, official results and certificate of completion from a national secondary school examination; all official university or college transcripts in native language with certified literal English translations and, where appropriate, official results and certificate of completion from a national secondary school examination; all official university or college transcripts in native language with certified literal English translations and, where appropriate, official results and certificate of completion from a national secondary school examination; all official university or college transcripts in native language with certified literal English translations and, where appropriate, official results and certificate of completion from a national secondary school examination. Students with fewer than 30 semester hours must also provide photocopies of their I-94 Arrival/Departure Record, visa stamp, and current I-20 or DS-2019 form. Current F-1 or J-1 Visa Holders must also provide photocopies of their I-94 Arrival/Departure Record and visa stamp. Students with fewer than 30 semester hours must also provide official secondary school transcripts in native language with certified literal English translations and, where appropriate, official results and certificate of completion from a national secondary school examination.

English Proficiency

Non-native English speakers (regardless of citizenship) who seek admission to the University of Maryland must verify their proficiency in English by taking and submitting an official score report from one of the following English proficiency exams: TOEFL (Test of English as a Foreign Language); or IELTS (International English Language Test System). Those whose native language is English, who earn an SAT critical reading score of 480 or higher, or who have earned a post-secondary degree from a university in an English-speaking country do not need to take or submit scores from an English proficiency exam. Transfer credit for an English composition course does not waive the English proficiency exam.

Visa Records

Applicants Residing Outside of the United States: To enter the United States, international students residing abroad will need a passport from their government and a visa from the U.S. Consulate. In order to obtain a visa for the purposes of studying in the United States, the applicant must present a Certificate of Eligibility form to the U.S. Consulate. The university will issue this form to admitted students who have submitted proof of having sufficient funds to cover the cost of a program of study. Admitted students with personal, family, or other source of private funding will be issued the Certificate of Eligibility form I-20 in order to obtain the F-1 Student Visa. Admitted students who are sponsored by agencies, foundations, or their home government or are participating in an established exchange program may be issued the Certificate of Eligibility form DS-2019 in order to obtain the J-1 Exchange Visitor Visa.

Applicants Currently Residing in the United States: Applicants currently holding F-1 Student or J-1 Exchange Visitor status in the United States need to submit a photocopy of their I-94 Arrival/Departure Record, visa stamp, and current I-20 or DS-2019 form along with proof of having sufficient funds to cover the cost of a program of study. Applicants holding another type of non-immigrant status need to submit a photocopy of their I-94 Arrival/Departure Record and visa stamp, and must indicate if they intend to seek a change to F-1 Student or J-1 Exchange Visitor status. Upon admission and submission of the appropriate financial support documentation, the university will issue the appropriate Certificate of Eligibility form I-20 or DS-2019 to the student.

TRANSFER ADMISSION

A student who has attended any regionally accredited institution of higher education following graduation from high school and attempted 12 or more credits will be considered for admission as a transfer student. Transfer applicants must be in good academic and disciplinary standing at their previous institutions to be eligible for transfer to the University of Maryland.

When the number of students desiring admission exceeds the number that can be accommodated at this institution, or in a particular professional or specialized program, admission will be based on the overall strength of the student’s academic performance.

Requirements

Admission for transfer applicants is primarily based on the number of credits a student has earned and academic achievement for all college-level work. In calculating eligibility, the university will use the average stated on the transcript by the sending institution. When an applicant has attended more than one institution, a cumulative average for all previous college work attempted will be computed. To be considered, course work must have been completed at a regionally accredited college or university. All students with grade point averages below 3.0 will be considered on a space-available basis. Students who were not admissible as high school seniors must complete at least 30 semester hours with the grade point average as stated above. In accordance with Maryland Higher Education Commission and Board of Regents transfer policies, applicants from Maryland public institutions are, in some instances, given special consideration, and, when qualified and space is available, may be admitted with a cumulative grade point average of 2.0 or higher.
Transfer from Maryland Public Institutions

Currently, applicants who have attended Maryland public institutions may be admitted in accordance with the criteria outlined in the previous paragraph. The university subscribes to the policies set forth in the Maryland Higher Education Commission and Board of Regents transfer policies. When the number of students desiring admission exceeds the number that can be accommodated in a particular professional or specialized program, admission will be based on criteria developed by the university to select the best qualified students.

Articulated transfer programs are available at each Maryland community college. An articulated transfer program is a list of courses that best prepare applicants for a particular course of study at the University of Maryland. Applicants who take appropriate courses specified in the articulated program and earn acceptable grades are guaranteed transfer with no loss of credit. Articulated transfer programs help students plan their new programs after changing career objectives. Computerized articulation information, called ARTSYS, is available at the Office of Undergraduate Admissions at the University of Maryland, in the transfer advisor’s office at each of the community colleges, and at all other Maryland public institutions. Applicants can eliminate all doubt concerning transfer of courses by following articulated programs.

General Transfer Information

Admitted students will receive a preliminary review of transfer credit within two weeks after receiving the letter of admission. An official review of transfer credit occurs thereafter, with final determination of applicability made by an academic advisor/evaluator in the office of the appropriate dean for the major. Generally, college-level courses completed at regionally-accredited institutions will transfer provided that grades of at least “C” (2.0) are earned and the course is similar in content and scope to work offered at Maryland. The regional accrediting bodies are Middle States Association of Colleges and Schools, New England Association of Schools and Colleges, North Central Association of Colleges and Schools, Southern Association of Colleges and Schools, and Western Association of Schools and Colleges. Courses taken at a regionally-accredited institution may be reviewed by the appropriate dean. Generally, college-level courses completed at regionally-accredited institutions will transfer provided that grades of at least “C” (2.0) are earned and the course is similar in content and scope to work offered at Maryland. The regional accrediting bodies are Middle States Association of Colleges and Schools, New England Association of Schools and Colleges, North Central Association of Colleges and Schools, Southern Association of Colleges and Schools, and Western Association of Schools and Colleges. Courses taken at a regionally-accredited institution may be reviewed by the appropriate dean.

Credit will be posted to your Maryland record only from official transcripts sent from the institution at which the credit was completed. Students who have earned credit through Advanced Placement (AP), International Baccalaureate (IB), or College-Level Examination Program (CLEP) subject area exams must have scores sent directly from the testing board, even if they are already posted on a transcript from another institution.

<table>
<thead>
<tr>
<th>SOURCE</th>
<th>ACCEPT CREDITS</th>
<th>EQUIVALENT OR REQUIRED CREDITS</th>
<th>GRADES/Scores WHERE APPROPRIATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>ACE Non-Collegiate Courses</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Advanced Placement Program (CEEB)</td>
<td>Yes</td>
<td>E or R1</td>
<td>3 or higher (see chart in this chapter)</td>
</tr>
<tr>
<td>CLEP</td>
<td>Yes</td>
<td>E or R1</td>
<td>See chart in Chap. 4</td>
</tr>
<tr>
<td>Community College of the Air Force</td>
<td>Yes</td>
<td>E or R1</td>
<td>C (2.0) or higher equivalent grade as appropriate to dept.</td>
</tr>
<tr>
<td>Correspondence courses</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dantes</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Defense Language Institute</td>
<td>Yes</td>
<td>E or R1</td>
<td>Scores as appropriate to department</td>
</tr>
<tr>
<td>Departmental exams from other colleges</td>
<td>Yes</td>
<td>E or R1</td>
<td>C (2.0) or higher</td>
</tr>
<tr>
<td>International Baccalaureate</td>
<td>Yes</td>
<td>E or R1</td>
<td>5 or higher (see chart in this chapter)</td>
</tr>
<tr>
<td>Life experience</td>
<td>No, unless validated through CLEP or University of Maryland, College Park departmental exam</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Military credit</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Nursing school courses: by transfer by challenge exam</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Other articulation agreements (proprietary schools, public agencies, etc.)</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>PONSI non-collegiate work</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Portfolio credits from other colleges</td>
<td>No</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Tech Prep</td>
<td>The University of Maryland does not automatically honor course waivers/ exemptions, or award credit granted by other Maryland institutions in accordance with articulation agreements they have made with third parties, including Maryland public high schools, technical learning centers, etc.</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Courses must be similar in depth and scope to University of Maryland courses. Applicability is determined by the appropriate dean.

1 Professional courses are generally not transferable. Courses taken at a regionally-accredited institution may be reviewed by the appropriate dean.
10 Admission Requirements and Application Procedures

Statement on Transfer of Course Credit

The University of Maryland welcomes transfer students and has transfer agreements with other institutions to encourage and aid students in their efforts to take appropriate courses prior to transfer. Each course is evaluated individually for students seeking to transfer to the University of Maryland. Credit is granted for courses that are applicable to a Bachelor of Arts or Bachelor of Science degree, and for which a grade of C or above was earned. Courses completed at Maryland public two- or four-year institutions may be transferred with grades of D or above provided that course content is appropriate to our academic programs.

Maximum Number of Transfer Credits Accepted

The University of Maryland has direct transfer agreements with all Maryland community colleges, as well as other junior and community colleges outside the state. The university will accept for transfer a maximum of 60 credits from a two-year program and 90 credits from a four-year program for courses in which a grade of C or above was earned and which are appropriate to an approved curriculum at this institution. See the above paragraph for required course grades.

Maximum Number of Credits Allowed for Non-Traditional Learning

Students who have acquired college-level learning through work or other non-collegiate activities may wish to translate their experience into credits at Maryland by validation through the national CLEP examination (College-Level Examination Program) or credit-by-examination administered by academic departments. The university will accept a maximum of 30 hours of credit through examination.

Minimum Number of Credits Required Through Classroom Instruction in the Major Field and for the Degree

The University of Maryland requires a minimum of 120 semester hours of credit for an undergraduate degree; some programs require more. Regardless of the total number of transfer credits, students must complete at least their last 30 credits at the University of Maryland, College Park.

Statement on Transfer of General Education Requirements

As directed by the Maryland Higher Education Commission Transfer Policy, transferable courses taken in fulfillment of general education requirements at a Maryland public institution will be applied toward Maryland’s CORE requirements. Careful planning with an academic advisor will ensure that students take appropriate credit and maximize their credit transfer. The total number of general education credits for a Maryland public institution transfer or post baccalaureate credits will not exceed that required of native students.

Transfer credit Policy

Maryland Higher Education Commission (Title 13B)

See Chapter 10, Appendix N, for complete policy

RESDENCY INFORMATION

Residency Classification Office, 1130 Mitchell Building
301-314-9596; Fax: 301-314-7915
E-mail: resclass@deans.umd.edu
www.testudo.umd.edu/rco

Petitions, related documents, self-test checklist, deadline information, and questions concerning the residency policy of the University of Maryland for the determination of in-state status should be directed to the Residency Classification unit in the Office of the Registrar.

Determination of In-State Status for Admission, Tuition, and Charge Differential Purposes: See Chapter 10, Appendix H in this catalog for the complete text of this policy.

An initial determination of in-state status for undergraduates will be made by the Office of Undergraduate Admissions at the time a student’s application for admission is considered. The determination made at that time, and any determination made thereafter, shall prevail in each semester until the determination is successfully challenged. Students may challenge their classification by submitting a petition to the Residency Classification Office. Determinations are based on the residency policy and its requirements. The deadline for submitting a completed petition and meeting all nine criteria for the required 12 months is the first day of the semester in which the student wishes to be classified as an in-state student.

The volume of requests for reclassification may necessitate a delay in completing the review process. It is hoped that a decision in each case will be made within 60 days of receipt of petition and all required necessary documentation. During this period of time, or any further period of time required by the university, any fees and charges based on the previous determination must be paid. The student is solely responsible for any late charges incurred by the residency process. If the determination is changed, any excess fees and charges will be refunded.

Students classified as in-state for admission, tuition, and charge-differential purposes are responsible for notifying the Residency Classification Office in writing within 15 days of any change in their circumstances that might in any way affect their classification at the University of Maryland.

READMISSION AND REINSTATEMENT

Students who are admitted and do not register for their first semester or cancel registration prior to beginning their first semester must apply again for admission (see Freshman or Transfer Admission). Students who are admitted as “Term Only” also must apply again for admission if they wish to register for a subsequent term.

Students who have matriculated and registered and did not maintain that registration continuously (Fall and Spring semesters) to graduation, must apply for readmission or reinstatement to re-enroll at the University of Maryland.

See Chapter 4, “Withdrawal and leave of absence from the University” for more detailed information.

Readmission

Students must apply for readmission if they interrupt registration for one or more semesters and were not academically dismissed at the conclusion of the last semester of attendance.

Reinstate

Students who are academically dismissed from the University must apply for reinstatement. All applications for reinstatement are reviewed by a Faculty Petition Board. Students may apply for reinstatement for the semester immediately following dismissal or for any subsequent semester. Only the Faculty Petition Board can grant reinstatement.

Students who are denied reinstatement will be required to comply with specific recommendations made by the Faculty Petition Board in order to be considered for reinstatement in a future semester.

Reinstatement After Withdrawal

Students who withdraw from the University must apply for reinstatement if they interrupt enrollment for one or more semesters. Students who were academically dismissed at the conclusion of the previous completed semester also must apply for reinstatement. (See Undergraduate Policy on Probation and Dismissal.) Students should contact the Office of Undergraduate Admission for more information about readmission and reinstatement.

Deadlines

There are no deadlines for readmission. For full consideration, students applying for reinstatement must observe the following deadlines:

- Fall Semester—July 1
- Winter Term—November 1
- Spring Semester—December 1
- Summer Session I—May 1
- Summer Session II—June 1

All students are encouraged to apply early in order to take advantage of early registration.

Summer School

Students who are dismissed at the end of the Fall semester are not eligible to attend Summer sessions unless or until they are approved for reinstatement. Students dismissed at the end of a Spring semester may attend any Summer sessions prior to being reinstated. However, these students must be approved for reinstatement in order to attend during the subsequent Fall semester.