

Admission Process for Undergraduate International Students

Freshmen Procedures

1. Student submits one of three applications Nazareth College accepts: Nazareth College paper application (for freshmen), the paper version of the Common Application, or the electronic version of the Common Application (www.commonapp.org). Applications for the fall semester must be received by February 15 (published deadline for Regular Decision candidates). Applications received after that date will be reviewed on a space available basis. The fall semester begins late August. Applications for the spring semester must be received by November 1. The spring semester begins mid January.
2. Student submits an official, translated secondary school transcript demonstrating success in a college preparatory program of study (B grades or better are preferred in core academic subjects). WES (World Education Services, 1-212-966-6311) provides translation services for international students applying to colleges in the United States and Canada. WES also provides interpretation of the courses completed to determine their validity as college preparatory. A fee is charged.
3. Student submits, from ETS (Educational Testing Service), TOEFL examination results if English is not their native language or a recognized official language of their home country. Students must score a minimum of 550 (paper) or 213 (computer based) on the examination. In lieu of TOEFL results, the college will also consider scores from approved English language proficiency examinations offered by Canadian or British sources (such as the Cambridge ESOL exam or IELTS, International English Language Testing system), demonstrated proficiency from an American based English language institute (such as Nazareth's American Language Institute), or performance on SAT or ACT examinations. SAT test takers must have a minimum score of 500 on the Critical Reading (former Verbal) portion of the examination. ACT test takers must have a minimum score of 20 on the English portion of the examination.
4. Student submits at least one letter of recommendation and a writing sample. Requirements for the writing sample are outlined on the application for admission that they choose to complete.
5. Student submits a Nazareth College Declaration of Finances form and supporting bank statements or affidavit of support which provides proof that the student and his/her family can pay Nazareth's cost of attendance. This form is essential in order for the college to send an I20 form to the student. The I20 form is required to secure a F1 student visa. Nazareth may offer admission to a student without the Declaration of Finances being received, but will not issue the I20 form until that form has arrived at Nazareth College and been thoroughly reviewed.
6. Once an application and all supporting documentation have been received, the information is input into the enrollment database and a file is created by the Applications Coordinator. The original file is then given to the admissions officer designated to initiate the review of international freshmen applicants. The admissions officer will contact the candidate for admission and acknowledge receipt of the application and supporting materials. A copy of all pertinent application material is also forwarded to the Center for International Education.

- That admissions officer will initiate the review process by completing the freshmen worksheet form. This worksheet places the candidate's core academic coursework on a common template used to evaluate all candidates for admission. Three admissions officers, including the Vice President for Enrollment Management will read the file. All readers indicate, on a scoring sheet found in the student file, whether or not to offer admission to the student. Finally, the Vice President for Enrollment Management, in consultation with the Faculty Admissions Committee and Executive Director of International Education, will make a decision on the status of the applicant (to admit, deny, defer, or wait list).
7. Unlike other freshmen candidates who apply to one of three available notification plans (early decision, early action, or regular decision), international students will be notified as soon as an admission decision is made. Those accepted with conditions, such as successful completion of the Nazareth College American Language Institute, will also be notified accordingly. Notification will be made in writing and electronically (if available) to expedite the process.
 8. Consideration for merit based financial aid will take place once a student has been offered admission. International students will be considered, along with US citizens, for available aid based on the strength of their program of study, testing results, and their ability to contribute to the Nazareth community. Final decisions on the amount offered will be made by the Vice President for Enrollment Management, Director of Financial Aid, and Executive Director of International Education.
 9. An applicant for admission, who does not submit required supporting documentation, will be contacted regularly by the appropriate admissions officer or Applications Coordinator and told their admission file is incomplete. The Center for International Education will serve in a consulting capacity in clarifying issues or communications with either the applicant or appropriate agencies for the successful completion of the application. This may be accomplished via electronic or written communication to the student, parents, designated school officials, or contracted agents.

Transfer Procedures

1. Student submits one of three applications Nazareth College accepts: Nazareth College paper application (for transfers), the paper version of the Common Application, or the electronic version of the Common Application (www.commonapp.org). Applications for the fall semester should be received by March 1, but will be accepted as long as space is available and visa applications can be processed in a timely manner. The fall semester begins in late August. Applications for the spring semester should be received by November 1 to ensure timely processing. The spring semester begins in mid January.
2. Student submits official, translated transcripts from all post-secondary institutions attended. WES (World Education Services, 1-212-966-6311) provides translation services for international students applying to colleges in the United States and Canada. WES also provides interpretation of the courses completed to determine whether or not to award transfer credit. A fee is charged.

3. Students that are not native speakers of English or have not attending a United States or English-speaking college/ university must submit, from ETS (Educational testing Service), TOEFL examination results. Students must score a minimum of 550 (paper) or 213 (computer) on the examination. In lieu of TOEFL results, the college will also consider scores from approved English language proficiency examinations offered by Canadian or British sources (such as the Cambridge ESOL exam or IELTS, International English Language Testing system), demonstrated proficiency from an American based English language institute (such as Nazareth's American Language Institute), or SAT/ACT results for those with less than 30 credit hours of transferable credit (see freshmen minimum for each). Students whose home country recognizes English as an official language are exempt from submitting TOEFL or other related testing results. Students who have attended and received credit for coursework at a United States or English-speaking college or university do not need to demonstrate English language proficiency.
4. Student submits the required writing sample. Letters of recommendation are not required but are reviewed if received.
5. Student submits a Nazareth College Declaration of Finances form and supporting bank statements or affidavit of support which provides proof that the student and his/her family can pay Nazareth's cost of attendance. This form is essential in order for the college to send an I20 form to the student. The I20 is required to secure a F1 student visa. Nazareth may offer admission to a student without the Declaration of Finances being received, but will not issue the I20 form until that form has arrived at Nazareth College and been thoroughly reviewed.
6. Once an application and all supporting documentation have been received, the information is input into the enrollment database and a file is created by the Applications Coordinator. The original file is given to the admissions officer designated to initiate the review of international transfer applicants. The admissions officer will contact the candidate for admission and acknowledge receipt of the application and supporting materials. A copy of all pertinent application material is also forwarded to the Center for International Education. The admissions officer completes a transfer worksheet which outlines the candidate's performance in core, major, and elective coursework. Once completed, the admissions officer presents the file to the Vice President for Enrollment Management, who will consult with the Executive Director for International Education on a final decision (to admit, deny, or wait list).
7. All transfers are notified of a final decision on a rolling basis. Notification for fall transfers begins February 1; September 15 for spring transfers. Those accepted with conditions, such as successful completion of the Nazareth College American Language Institute, will also be notified accordingly. International transfers will be notified in writing and electronically (if available) to expedite the process.
8. Consideration for merit based financial aid will take place once a student has been offered admission. International students will be considered, along with US citizens, for available aid based on the strength of their program of study, grade point average, and ability to contribute to the Nazareth College community. Final decisions on the amount offered will be made by the Vice President for

Enrollment Management, Director of Financial Aid, and Executive Director of International Education.

9. An applicant for admission, who does not submit required supporting documentation, will be contacted regularly by the appropriate admissions officer or Applications Coordinator and told that their file is incomplete. The Center for International Education will serve in a consulting capacity in clarifying issues or communications with either the applicant or appropriate agencies for the successful completion of the application. This may be accomplished via electronic or written communication to the student, parent, or contracted agents.