



# Admission to the University

[www.admissions.uncc.edu](http://www.admissions.uncc.edu)

The University considers applications for admission without regard to race, color, national origin, religion, sex, sexual orientation, age, or disability. It reserves the right to withhold the admission of applicants who fail to meet any of the requirements for admission and to restrict enrollments as required by budgetary or other constraints.

The **Division of Enrollment Management** actively identifies, counsels, recruits, and enrolls a qualified and diverse population of undergraduate students and offers services that promote student retention and success. The Offices of Undergraduate Admissions, Student Financial Aid, University Registrar, Adult Students and Evening Services and Enrollment Technologies report to the Associate Provost for Enrollment Management. These offices, in collaboration with faculty and staff in other administrative units, work to provide a seamless transition from admission to enrollment to graduation and beyond.

The Enrollment Management units interface with most campus entities, particularly the faculty, Academic Affairs, Student Affairs, Alumni Affairs, Academic Services, and Business Affairs. Additionally, these offices work regularly with external entities such as high schools, community colleges, government agencies, community groups, and relevant professional organizations. Visit the Enrollment Management website at <http://enrollment.uncc.edu> for more information.

**Admissions Process.** Applications for admission are reviewed when all required credentials are received. The review focuses on the academic history of the applicant and considers all relevant factors. The intent of the University is to offer admission to applicants whose credentials indicate a strong likelihood for success in their selected curricula. It is not always possible to accommodate all the applicants who meet the minimum criteria, and some programs select the

best qualified from those meeting the minimum requirements. The Admissions Advisory Committee may make exceptions to the minimum criteria for applicants who are judged to have potential or talent not revealed by test scores and academic performance. Notification of the admissions decision is mailed as soon as the decision is made. For programs that have a special admissions process, such as Architecture and Nursing, notification will be later than for other programs.

Students planning to live on campus should complete the online housing form at [www.housing.uncc.edu](http://www.housing.uncc.edu) after they receive confirmation of their acceptance in the mail. Early application guarantees early confirmation of housing and enhances the possibility of assignment, if requested, to one of the special lifestyles housing units which are available on a limited basis.

Information about undergraduate programs is available from:

Office of Undergraduate Admissions  
Cato Hall  
University of North Carolina at Charlotte  
9201 University City Boulevard  
Charlotte, North Carolina 28223-0001  
Telephone: (704) 687-2213  
Fax: (704) 687-6483  
E-mail: [unccadm@uncc.edu](mailto:unccadm@uncc.edu)  
Web: [www.admissions.uncc.edu](http://www.admissions.uncc.edu)

International students should contact the Office of **International Admissions** by telephone at (704) 687-3366, by fax at (704) 687-3279, or by email at [intnladm@uncc.edu](mailto:intnladm@uncc.edu). International Admissions is responsible for marketing UNC Charlotte to the world. The primary focus is the admission of students on non-immigrant visas. IA processes applications, evaluates credentials, makes admissions decisions, and serves as

consultant to prospective students, academic advisors, sponsors, and agencies representing international students, departments, and the Graduate School. When students are admitted, IA provides documentation to the International Student/Scholar Office for Immigration purposes. Application forms and additional information are available online at [www.uncc.edu/intradm](http://www.uncc.edu/intradm).

### WHEN TO APPLY

Applicants are advised to file their applications for admission well in advance of the schedule below which is based on the amount of time generally required to process an application and inform the applicant of the admission decision. **Early application is generally advantageous and particularly for programs with limits on the number of new students that can be accepted.**



Applications Completed By:	Applicants Notified of Decision By:
October 15	December 15
December 1	March 1
February 15	April 1
March 30	April 30

Students whose applications are completed after the March 30 date will be considered on a space available basis.

Deadlines for **international students** are earlier. Contact the Office of International Admissions for further details.

The University may alter the dates for acceptance of applications without further notice in accordance with available resources and the enrollment limitation established by the North Carolina General Assembly.

### THE APPLICATION



The applicant is responsible for supplying all required credentials. Nondisclosure of an applicant's complete academic history will result in rejection of the application and immediate dismissal from the University.

**For Freshman Admission**, the application includes:

- 1) A completed online *Application for Undergraduate Admission* form.
- 2) Application fee of \$50 (nonrefundable and nondeductible).
- 3) Official high school transcript showing rank in class, GPA computed on a 4.0 scale, and senior courses in progress. (A high school equivalency certificate or G.E.D. may be submitted in lieu of a high school diploma.)
- 4) Official Scholastic Assessment Test (SAT) and/or American College Testing Program (ACT) scores.
- 5) Additional credentials, specified below, for

international applications.

**For Transfer Admission**, the application includes:

- 1) A completed online *Application for Undergraduate Admission* form.
- 2) Application fee of \$50 (nonrefundable and nondeductible).
- 3) Official high school transcript. (This may be waived for applicants who present the A.A., A.S., or A.F.A. degree.)
- 4) Two official transcripts from every college attended, including summer sessions.
- 5) Additional credentials, specified below, for international applications.

**For Admission of International Applicants**, the application also includes:

- 1) Official scores on the Test of English as a Foreign Language (TOEFL) or the Michigan English Language Assessment Battery (MELAB), if the applicant is from a non-English speaking country. Required is either a minimum score of 180 on the new computer based TOEFL or a minimum score of 75% on the MELAB.
- 2) A Statement of Financial Responsibility showing the applicant's financial resources while in the United States.

### ADMISSION REQUIREMENTS

**Freshman Admission Requirements.** Candidates for admission to freshman standing, including transfer applicants who present fewer than 24 hours of transferred credit, must:

- 1) Submit a completed application for admission.
- 2) Have graduated from an approved or accredited high school or have earned a high school equivalency certificate or G.E.D.
- 3) Present the following **High School Course Units**: 4 units in *English*, emphasizing grammar, composition and literature; 4 units in *mathematics*, including Algebra I, Algebra II and geometry, and a higher level mathematics course for which Algebra II is a prerequisite; 2 units in *social studies*, including one unit in U.S. history; and 3 units in *science*, including at least one unit in a life or biological science (e.g., biology), at least one unit in a physical science (e.g., chemistry, physics, physical science), and at least one laboratory course; and 2 units of the same *foreign language*. It is *recommended* that the candidate for admission also complete a third unit of the same foreign language. Seniors should select a challenging academic schedule that includes English, math, science, social studies (history), and a foreign language. (Course units as defined in these requirements may include high school level courses taken and passed after graduating from high school as well as those taken while enrolled as a high school student.)
- 4) Present a satisfactory combination of high school grades and SAT or ACT scores.
- 5) Present all college-level work completed in high school by submitting two official copies from any college or university attended.

- 6) Request official Advanced Placement (AP) test results to be sent directly to the Office of Undergraduate Admissions (Code 5105) if advanced placement course credit is to be considered for addition to the UNC Charlotte transcript.
- 7) Satisfy any additional requirements for acceptance into their chosen major (if any). For more information concerning selective major requirements, please consult the Admissions website at [www.admissions.uncc.edu](http://www.admissions.uncc.edu).
- 8) Present verification of specific immunizations required by North Carolina state law described later in this section of the *Catalog*. An *Immunizations Form* is available to download online at [www.studenthealth.uncc.edu](http://www.studenthealth.uncc.edu).

**Transfer Admission Requirements.** Candidates for admission as transfer students must:

- 1) Submit a completed application for admission.
- 2) Satisfy the requirements for freshman admission if they do not present at least 24 hours of transferred credit accepted by UNC Charlotte.
- 3) Present the High School Course Units (required of all students under the age of 24) specified in the Freshman Admission Requirements. Transfer applicants who did not complete the required course units in high school may earn an Associate in Arts, Associate in Science, or Associate in Fine Arts degree OR complete six semester hours (or 9 quarter hours) that are transferable to UNC Charlotte in each of the following subject areas: Mathematics, English, social science, and natural science. Students who graduated from high school in June 2004 and beyond must have, in addition to the requirements above, an additional 6 semester hours of foreign language for a total of 30 semester hours of credit.
- 4) Present an academic average of at least *C* (a grade point average of at least 2.0 on a 4.0 scale) on all post-secondary courses attempted.
- 5) Be in good standing at the last college or university attended.
- 6) Satisfy any additional requirements for acceptance into their chosen major (if any). For more information concerning selective major requirements, please consult the Admissions website at [www.admissions.uncc.edu](http://www.admissions.uncc.edu).
- 7) Present verification of specific immunizations required by North Carolina state law described later in this section of the *Catalog*. An *Immunizations Form* is available to download online at [www.studenthealth.uncc.edu](http://www.studenthealth.uncc.edu).

#### ADDITIONAL REQUIREMENTS FOR ACCEPTANCE INTO SPECIFIED PROGRAMS

**Accounting.** *Freshman* admission is competitive. *Transfers* may be admitted to a pre-accounting major if they present at least a 2.5 GPA in college transferable coursework as calculated by UNC Charlotte Admissions. Students will work with the Belk College of Business to apply for an upper-division Accounting major.

**Architecture.** Applications for the fall semester are

accepted through January 31 each year. *Freshmen and transfers* must present algebra, trigonometry, plane and solid geometry, or the equivalent in integrated courses from high school or college. A personal interview and letter of intent are also required.

**Art.** Any student seeking admission to the BA or BFA degree program, with or without K-12 Art Teacher Licensure, must present an art portfolio along with an admission application to the Department of Art and Art History. These submissions are accepted on an ongoing basis. Students unable to present a portfolio at the time of admission will be listed as a pre-art major. Application forms and instructions for preparation of the portfolio are available from the Office of Undergraduate Admissions or online at [www.art.uncc.edu](http://www.art.uncc.edu).

**Business Administration (BSBA degree programs).** *Freshman* admission is competitive. *Transfers* may be admitted to a pre-business major if they present at least a 2.5 GPA in college transferable coursework as calculated by UNC Charlotte Admissions. Students will work with the Belk College of Business to apply for an upper-division Business Administration major.

**Computer Science.** *Freshman* admission is competitive. *Transfers* must present an overall GPA of at least 2.5 with no grade less than *C* in computer science courses.

**Economics.** *Transfers* from other institutions must present a GPA of at least 2.5, as calculated by UNC Charlotte Admissions, to be admitted into a pre-economics major. Students will work with the Belk College of Business to apply for an upper-division Economics major.

**Education.** *Freshmen* interested in teacher education may be classified as Pre-Education students and should declare their interest to receive appropriate advising services. Admission to a Teacher Education program typically occurs at the end of the sophomore year and requires: (1) a GPA of at least 2.5 in courses taken and/or accepted on transfer by UNC Charlotte; (2) a grade of *C* or better in both EDUC 2100 and SPED 2100; and (3) test scores at or above North Carolina Department of Public Instruction (NCDPI) cut-score levels on Praxis I: Pre-Professional Skills Tests in Reading, Mathematics, and Writing. *Transfers* must meet the same requirements.

**Engineering.** *Freshman* admission is competitive. Based upon an overall evaluation of high school record with particular emphasis on advanced courses in math and science and test scores, freshmen may be admitted directly to an engineering major or to engineering undecided. *Transfers* must present a GPA of at least 2.5 and meet the same mathematics requirements as engineering freshmen using either high school or college mathematics courses. All transfers will be admitted to the lower division of a department, and evaluation of transfer credits to a program by the department chair will follow the guidelines of the North Carolina Engineering Transfer Board. Transfers from an ABET accredited engineering program who do not have a 2.5 GPA may be admitted upon the recommendation of the

chair of the major department.

**Engineering Technology.** *Freshmen* have to meet regular freshman admission requirements. *Transfers* who are not interested in the distance education program must meet regular transfer admission requirements. Transfers are only accepted into the distance education program with the following requirements: (1) an Associate in Applied Science degree, or its equivalent, in a field appropriate to the option they plan to enter; (2) an overall GPA of at least 2.2 on all courses taken toward the two-year degree (exceptions to this requirement will be considered on the basis of individual merit.); and (3) satisfactory completion of the prerequisite background courses for the option they plan to enter. Acceptance of the A.A.S. degree indicates the acceptance of up to 64 hours toward the Bachelor of Science in Engineering Technology degree only. These hours are not valid toward any other degree program at the University.

**Music.** An audition is required and will be scheduled by the Music Department after it is determined that the applicant is qualified for admission to the University.

**Nursing.** A revised curriculum in Nursing was implemented beginning with freshmen entering the University in Fall 2003. (This may also affect students that have entered the University before Fall 2003 and are planning to apply for upper-division admission after 2003). See the School of Nursing web site at [www.health.uncc.edu/son](http://www.health.uncc.edu/son) for announcements and information regarding the revised curriculum. Applicants are admitted to the Nursing major at the upper-division or junior year only. *Freshmen* who meet University requirements may be admitted to Pre-Nursing. Acceptance into Pre-Nursing does not automatically qualify an applicant for acceptance into the upper-division Nursing major. *Transfers* who have an overall GPA of at least 2.5 but have not completed all prerequisites may be admitted into Pre-Nursing; however, this does not automatically qualify the applicant for acceptance into the upper-division Nursing major. Admission to the upper-division Nursing major is competitive and not all applicants can be accommodated. Only the best qualified applicants are accepted for the limited spaces available. Applications for the upper-division BSN major must be received in the Office of Undergraduate Admissions, including all supporting documentation and transcripts, by January 31 in order to be considered for admission into the fall semester and August 31 to be considered for the spring semester.

Transfer students who hold a current license as a registered nurse (RN) in North Carolina are eligible to apply for the RN/BSN completion program. Students who have an overall GPA of at least 2.5 but have not completed all prerequisites may be admitted into the Pre-RN/BSN program. Admission into the upper-division RN/BSN program is competitive. Applications for the upper-division RN/BSN program, along with all required transcripts, must be received in the Office of Undergraduate Admissions by March 15 to be considered for the fall semester and by September 15 to be considered for the spring semester.

### ADMISSION FOR UNDERGRADUATE CERTIFICATE PROGRAMS

The University offers the following undergraduate certificates:

- Certificate in Business Languages
- Certificate in Translating
- Certificate in Computer Programming
- Certificate in Computer Architecture
- Professional Training Certificate in Dance
- Certificate in International Public Relations

Students who wish to apply for these certificate programs should consult the Office of Undergraduate Admissions web site at [www.admissions.uncc.edu](http://www.admissions.uncc.edu). If a student has already received a bachelor's degree, they must meet second baccalaureate degree admissions requirements. Students who have not received a bachelor's degree and have attended a college or university must meet transfer admissions requirements. Students with a high school diploma who have not attended a college or university must meet freshman requirements.

*Please note: computer science undergraduate certificate programs have additional admissions requirements.* In order for a student to be admitted to a computer science undergraduate certificate program, students must have earned a bachelor's degree in an academic field other than computer science. These students must also present at least one semester of a college level calculus course with a grade of *D* or above.

### PLACEMENT/PROFICIENCY PROCEDURES

Placement and proficiency examinations are given to determine the appropriate courses for all new students to take in mathematics and foreign language and for non-native speakers of English to take in English.

**Foreign Language Proficiency Procedures.** There are no foreign language requirements associated with the General Education Program. Students are required to take foreign language only if it is a requirement of their college or major department. The College of Arts and Sciences, the College of Architecture, and the College of Health and Human Services all have a foreign language requirement.

All students within these colleges are required to demonstrate proficiency in a foreign language of their choice by completing coursework through at least the 1202 level. In order to meet this proficiency requirement, a student may: (1) complete the coursework at UNC Charlotte; (2) complete three years of the same language in high school through level three; (3) achieve a satisfactory score on the foreign language placement exam; (4) transfer in the equivalent courses from another institution; or (5) place out of or earn transfer or transient credit for 1201 and complete the 1202 course, or complete 1201 and place out of or earn transfer or transient credit for 1202. Additionally, students in the College of Arts & Sciences and College

of Health & Human Services may demonstrate proficiency by transferring in with an AA, AS, or AFA degree.

Although all students in the College of Arts & Sciences, College of Architecture, and College of Health & Human Services are subject to the 1202 proficiency requirement, students in select departments will additionally have to satisfy a proficiency requirement through the intermediate (2000) level. Students should consult with their major department to determine whether or not they are required to complete the intermediate proficiency requirement.

*Continuing students*, who enrolled prior to fall 2003 and successfully completed three units of the same foreign language in high school, are exempt from taking the language proficiency test and are considered proficient in that language for General Education; however, certain majors require additional foreign language coursework. Students who do not present three units of the same foreign language in high school must comply with the policy below.

*Freshmen and transfers of all majors* who entered UNC Charlotte before fall 2003, are required to pass or place out of the 1102 or 1202 course level of a foreign language. Students who continue study of a language taken in high school must take a UNC Charlotte Foreign Language Placement Exam. These placement exams are offered in German, Italian, Latin, and Spanish during new student orientations and on a regular basis through the school year. Contact the Department of Languages and Culture Studies for additional information.

**Mathematics Placement Procedures.** *Freshmen and transfers* who have not completed all Mathematics courses required for their program of study must take a placement examination to determine the appropriate entry-level Mathematics course for them. *All students entering the College of Engineering must take this placement examination.* Contact the Department of Mathematics and Statistics for additional information.

**English Placement Procedures for Non-Native Speakers of English.** All undergraduate degree students who are non-native speakers of English are required to take the UNC Charlotte English 1100 Placement Test to determine whether or not they must enroll in ENGL 1100 along with ENGL 1101. The test must be taken at the beginning of their first semester at UNC Charlotte. Students who pass the English 1100 Placement Test do not have to register for ENGL 1100, but they must register for a specially designated section of ENGL 1101 for non-native speakers of English. Students who *do not* pass the Placement Test *must register for both* ENGL 1100 (which is taught as a support class for ENGL 1101) and a specially designated section of ENGL 1101 during the same semester. Contact the English Department or the Office of International Programs for additional information.

**IMMUNIZATION REQUIREMENTS**

**North Carolina state law requires proof of immunizations to protect you and others while you are in**

**attendance. Under North Carolina regulations, a student must be dropped from classes if the immunization requirements are not met.**

STUDENTS 17 YEARS OF AGE AND YOUNGER	
Doses	Immunization
3	DTP (Diphtheria, Tetanus, Pertussis) or 3 Td (Tetanus-diphtheria) doses; one of the three doses must be within the last ten years
3	Polio ( <i>oral</i> ) doses

**AND**

2*	MEASLES ( <i>Rubella</i> ) doses on or after the first birthday
1**	RUBELLA dose on or after first birthday
1	MUMPS dose on or after first birthday

**OR**

2	MEASLES (Rubella), MUMPS, RUBELLA Combination (Both given on or after first birthday)
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**STUDENTS 18-49 YEARS OF AGE**

Doses	Immunization
3	DTP or 3 Td doses; one of the three doses must be within the last ten years

**AND**

2*	MEASLES ( <i>Rubella</i> ) doses on or after the first birthday
1**	RUBELLA dose on or after first birthday
1	MUMPS dose on or after first birthday

**OR**

2	MEASLES (Rubella), MUMPS, RUBELLA Combination (Both given on or after first birthday)
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**STUDENTS 50 YEARS OF AGE AND OLDER**

Doses	Immunization
3	Primary series of 3 DTP or 3 Td doses; one of the three doses must be within the last ten years.

**ADDITIONAL REQUIREMENT FOR INTERNATIONAL STUDENTS**

Doses	Immunization
1	Tuberculin Skin Test (PPD) within the 12 months preceding classes
1	Chest x-ray if test is positive

*\*History of physician-diagnosed measles disease OR laboratory proof of immunity is acceptable. Must repeat measles vaccine if either dose is received even one day prior to first birthday. Copy of laboratory report must be attached.*

*\*\*ONLY laboratory proof of immunity to rubella is acceptable; physician-diagnosed rubella disease is not acceptable. Copy of laboratory report must be attached.*

Each student is responsible for providing complete records to the Student Health Center upon notification of admission to the University. Immunizations information and an Immunizations Form are available for download at [www.studenthealth.uncc.edu](http://www.studenthealth.uncc.edu). It is permissible to attach official copies (i.e., signed or stamped by a physician, health department, etc.) of any records that verify your immunizations. Be sure to include your name, student identification number, and your date of birth on each page of your records.



Notification of incomplete records will be mailed to any student providing records of immunization to the Student Health Center that are not in full compliance with the North Carolina State Law.

The following students are exempt from these requirements:

- (1) Students who attend classes only in the evening (i.e., after 3:30 p.m.).
- (2) Students who attend classes off-campus only.
- (3) Students who enroll in no more than four hours per semester.
- (4) Medical and religious exemptions can be requested through the Student Health Center.

Although a physical is not required for admission to the university you are strongly encouraged to contact your healthcare provider or local health department to discuss additional recommendations for vaccinations for your age group.

Questions can be directed to the Immunizations office, phone number 704-687-4619, and forms should be directed to:

UNC Charlotte Student Health Center  
Attn: Immunization Office  
9201 University City Blvd  
Charlotte, NC 28223

#### ADULT STUDENTS ADMISSION PROGRAM (ASAP)

Adult students, 24 years of age or older who have been out of school for five or more years and present appropriate educational credentials, are encouraged to make application through the Undergraduate Admissions Office. This unique program offers adults the opportunity for special admissions status, an academic advisor through the Office of Adult Students and Evening Services (OASES), and adult transitional support services throughout the first two years of their enrollment. Students who declare a major are advised through their major department.

#### ADMISSION FOR SECOND BACCALAUREATE DEGREE

Students who have earned a bachelor's degree from UNC Charlotte or another accredited institution may apply for admission to a program leading to a second

degree of the same level if the following requirements are met:

- 1) A completed application must be sent to the Undergraduate Admissions Office in accordance with the published application dates.
- 2) The major field selected must be different from that of the first degree.
- 3) The degree sought must be different from the first when that degree was granted by UNC Charlotte.
- 4) The applicant must meet the requirements for acceptance into the selected field.

#### READMISSION OF FORMER STUDENTS

For details on readmission of former students, please see the "Academic Regulations" section of this *Catalog*.

#### OTHERS ELIGIBLE FOR ADMISSION

**Escrow Program Participants.** The Escrow Program provides an opportunity for highly qualified students over the age of 15 to take college credit courses while enrolled in secondary school. Records of credit earned will be maintained for use at the University or at another institution of higher learning.

Applicants recommended for participation in the program usually have shown great ability in particular academic areas. The recommendations are normally made by the secondary school principal.

Requests for additional information and application forms should be directed to the Office of Undergraduate Admissions at UNC Charlotte.

**Senior Citizens.** Residents of North Carolina who have attained the age of 65 and who meet applicable admission standards may enroll tuition-free on a space available basis. Senior citizens are obligated to pay any special fees or service charges that are assessed all students. Interested persons should contact the Office of Undergraduate Admissions.

Certain programs that are not supported by state funds follow different tuition regulations, and the tuition waiver for residents over the age of 65 does not apply to these programs. Examples of programs that set their own costs for which the senior citizen tuition waiver does not apply include Education Abroad, some non-credit courses, and other specialized programs.

**Non-degree Students.** Non-degree students are those who are not seeking a degree at UNC Charlotte. If space is available, they may enroll in undergraduate courses at the University until they have attempted a total of 18 semester hours with grade evaluation. Regular degree students will have preference for places in classes. Non-degree students are expected to conform to the standards required of all students. After reaching the 18-hour limit, non-degree students must be reviewed and be acceptable for regular degree status before continuing at the University.

Non-degree students who have done previous college work (including UNC Charlotte) must be eligible to

return to the institution last attended.

The student must be 18 years of age or over and must understand at the time of his/her registration that the work completed in non-degree student status will be evaluated in terms of major department and degree requirements only after the student's formal admission to a degree program.

**Visiting Students.** Students enrolled at other colleges and universities who have written permission from their institutions to take specified courses at the University in a given semester or term may be admitted as visiting students. They register on a space available basis after UNC Charlotte degree-seeking students.

### NEW STUDENT ORIENTATION/REGISTRATION

New students are encouraged to participate in one of the **Student Orientation, Advising, and Registration (SOAR)** sessions scheduled in June and at the beginning of each semester. Separate programs are offered for *Freshmen*, their parents, and for *Transfers*. Activities include academic advising, placement tests in mathematics, and foreign language proficiency tests; introduction to academic support services, student organizations, and campus life; and registration for classes.

**International Student Orientation.** An orientation, held at the beginning of every semester, is required for non-resident (F-1 & J-1 visas) students. Orientation topics include immigration, academics, cultural adjustment, and program opportunities. Contact the International Student/Scholar Office or visit their website online at [www.issso.uncc.edu](http://www.issso.uncc.edu) for more information.