

# Application Basics

## 1. How do I apply?

### **Self-Service Banner (SSB) Application – Fall 2019/Spring 2020**

- Go to [louisiana.edu/admissions/apply-now](http://louisiana.edu/admissions/apply-now).
- Under the “Undergraduate Students: Summer 2019, Fall 2019 or Spring 2020” heading, click the “Apply for Admission” button.
- Create a user account by clicking the “First time user account creation” link.
  - **\*\* If account already exists, enter Login ID and PIN, then click “New” link to start a new application or click the Admission Term of an incomplete application to finalize and submit the application. \*\***
- Select “Undergraduate” for Application Type, then click “Continue” button.
- Find heading for the appropriate type of application (in blue) – options include:
  - US Citizen, Permanent Resident, and Refugee
  - Online Program
  - International Applicants – I am NOT a US Citizen, Permanent Resident, or Refugee.
- For first-time freshman applications, under the heading for the appropriate type of application, click on the option that includes “First Time” in the description – options include:
  - First Time College Student
  - Online – First Time College Student
  - International Undergraduate First Time
- Complete and submit application online.

### **Recruit Application – Summer 2020**

- Go to [louisiana.edu/admissions/apply-now](http://louisiana.edu/admissions/apply-now).
- Under the “Undergraduate Students: Summer 2020” heading, click the “Apply for Admission” button.
- Create a user account by clicking “Create Account” link (under Sign In header).
  - **\*\* If account already exists, enter Email address and Password, then click the “Create a New Application” button/link to start a new application or click the Admission Term of an incomplete application to finalize and submit the application. \*\***
- Enter all required information (name, email, date of birth, etc.), then click “Create Account” button.
- In the “My Applications” box, click the “Create a New Application” button.
- Follow prompts to complete and submit application online.

## 2. How do I check the status of my application and receipt of application documents?

Once your application has been submitted, you can log back into the online application to see the status of your application as well as if application documents have been received.

### **Self-Service Banner (SSB) Application – Fall 2019/Spring 2020**

- Go to [louisiana.edu/admissions/apply-now](http://louisiana.edu/admissions/apply-now).
- Under the “Undergraduate Students: Summer 2019, Fall 2019 or Spring 2020” heading, click the “check your application status” link in the last sentence in the section **OR** click the “Apply for Admission” button.
- Enter Login ID and PIN, then click “Login” button.
- Click on Admission Term for application you wish to view.

### **Recruit Application – Summer 2020**

- Go to [louisiana.edu/admissions/apply-now](http://louisiana.edu/admissions/apply-now).
- Under the “Undergraduate Students: Summer 2020” heading, click the “Apply for Admission” button.
- Enter your Email address and Password, then click the “Sign In” button.
- In the “My Applications” box, click the “Edit” link under “Action” heading to view application and application document status.

### 3. Is there an application deadline?

Applicants are encouraged to adhere to the following application deadlines.

#### **Applicants who are U.S. Citizens, Permanent Residents, and Refugees:**

<b>Term</b>	<b>Application Deadline</b>
Summer	April 30
Fall	July 1**
Spring	November 30

*\*\* Late Applications may be accepted after July 1 through July 31 with an appropriate late fee.*

#### **Applicants who are Non-U.S. Citizens:**

<b>Term</b>	<b>Application Deadline</b>
Summer	March 1
Fall	June 1
Spring	October 1

### 4. Is there a deadline when I have to have all application documents submitted?

Application documents should be submitted based on the application deadline for the semester for which you have applied (see above). All final, official application documents must be submitted at least two weeks prior to the start of the semester for which you have applied to avoid registration issues/holds.

# First-Time Freshman Applicant FAQ's

## 1. Who is considered a first-time freshman applicant?

A first-time freshman is an applicant/student who has:

- Only received college credit as part of dual enrollment classes taken while in high school,
- Only attended/earned college credit during the summer session immediately following high school graduation, **or**
- Never attended a college/university.

## 2. What are the requirements to be admitted as a first-time freshman?

### In-State Applicants:

- Require no remedial English or Math courses.

Test	Minimum English Score	Minimum Math Score
ACT	18 (English)	19 (Math)
SAT (Fall 2019)	25 (Writing & Language)	500 (Math)
SAT (effective Spring 2020)	500 (Evidence Based Reading & Writing)	510 (Math)

### AND

- Have at least a 2.0 overall GPA.

### AND

- Complete the Louisiana Board of Regents high school Core 4 curriculum (19 units).

### AND

- Have at least a 2.5 core GPA (**OR** at least a 23 ACT Composite/1130 SAT Evidence Based Reading & Writing + Math).

### Out of State/Home School Applicants:

- Require no remedial English or Math courses.

Test	Minimum English Score	Minimum Math Score
ACT	18 (English)	19 (Math)
SAT (Fall 2019)	25 (Writing & Language)	500 (Math)
SAT (effective Spring 2020)	500 (Evidence Based Reading & Writing)	510 (Math)

### AND

- Have at least a 2.0 overall GPA.

### AND

- One of the following:
  - Complete 19 core units **AND** have at least a 2.5 core GPA.
- **OR**
  - Complete 17 or 18 core units **AND** have at least a 2.5 core GPA **AND** a 23 – 25 ACT Composite/1130-1230 SAT (Evidence Based Reading & Writing + Math).
- **OR**
  - Have at least a 26 ACT Composite/1240 SAT (Evidence-Based Reading & Writing + Math).

## 3. What documents do I need to submit to be considered for admission?

- Online Application
- Application Fee
- Late Fee (if applicable)
- ACT or SAT scores
- High school transcripts

In addition, first-time freshman applicants will be asked to provide the following if granted admission:

- Selective Service Registration – required of all male applicants between the ages of 18 and 26. Applicants can retrieve a certificate from <https://www.sss.gov/Registration/Check-a-Registration/Verification-Form>.
- Proof of Immunization Compliance – required of all first-time applicants to the University. Form is available at <https://shs.louisiana.edu/> (on right side of page in Proof of Immunization Compliance box).
- College transcripts – required for any applicant who has completed college/university coursework prior to their enrollment at UL Lafayette. An official, final transcript is required before coursework will be posted to a student's UL Lafayette record.

#### **4. Can I still be admitted if I do not meet admissions requirements (question 1 above)?**

For applicants that do not meet the test score minimum requirements for English and/or Math, the following options are available to be reconsidered for admission:

##### Accuplacer:

- Accuplacer scores can be used in conjunction with ACT/SAT scores to be considered for admission.
- For applicants that have a low ACT English (or SAT equivalent), an Accuplacer NextGen Writing score of at least 250 would make them eligible for admission. For applicants that have a low ACT Math (or SAT equivalent), an Accuplacer NextGen Quantitative Reasoning, Algebra, and Statistics (QRAS) score of at least 250 would make them eligible for admission.
- Most community colleges in the state offer the Accuplacer NextGen, and UL Lafayette will accept a score report sent directly from another institution. **The test can also be administered here on campus for applicants that do not meet one of the ACT subscore requirements (English or Math) and are within two points of the requirement (16 on ACT English or 17 on ACT Math).**
- Accuplacer exams may be taken up to three times until the applicant meets the required score for admission. Applicants must wait at least one week between each exam attempt.
- Email [accuplacer@louisiana.edu](mailto:accuplacer@louisiana.edu) with any questions.

##### Remedial coursework:

- For applicants that have a low ACT English (or SAT equivalent), completion of the highest level of remedial English would make them eligible for admission. The remedial course completed should be one that makes the applicant eligible to enroll in freshman English (ENGL 101).
- For applicants that have a low ACT Math (or SAT equivalent), completion of the highest level of remedial Math would make them eligible for admission. The remedial course completed should be one that makes the applicant eligible to enroll in college-level Math (Math 1XX).
- All remedial coursework would need to be completed no later than summer semester immediately following high school graduation, and a final, official college transcript would need to be submitted to be reconsidered for admission.

For applicants that do not meet the GPA, core requirement, and/or test score minimum requirements, the following option is available:

##### Admission by Exception Committee:

- First-time freshmen applicants that do not meet admissions requirements may submit an Application for Admission by Exception Committee to be considered for admission by exception. The Application for Admission by Committee is available upon request, and these applications are reviewed by the Admission by Exception Committee. Factors considered in the committee decision include, but are not limited to, GPA, high school academic history and improvements in academic performance, extracurricular activities, work experience, life events that had an impact on academic performance, and letters of recommendation. In all cases, the final admission decision will be based on the applicant's potential to be successful academically at the University.

## 5. Can you use a copy of my high school transcripts and/or test scores for my application review?

Yes, we can use a copy of your high school transcripts and/or ACT/SAT scores for our initial review process. However, if granted admission, you will need to send your final, official high school transcript and official ACT/SAT score report for our records to finalize your admissions decision.

Final, official documents must be submitted at least two weeks before the start of the semester for which you have been admitted. If you do not provide the necessary documents before the start of class, then your registration will be affected and a hold will be placed on your account.

**\*\* Please note that UL Lafayette is able to retrieve high school transcripts electronically from most in-state high schools through the State Transcript System (STS). If UL Lafayette is unable to retrieve your transcript electronically, we will request you to send a copy for our review process. \*\***

## 6. How do I send my official transcripts and/or test scores?

### Transcripts:

To be considered official, transcripts (high school or college/university) should come directly from your previous institution to the Office of Undergraduate Admissions by email ([etranscripts@louisiana.edu](mailto:etranscripts@louisiana.edu)), fax (337-482-1317) or mail (P.O. Box 41210, Lafayette, LA 70504-1210). We also accept electronic transcripts sent via E-Scrip, Clearinghouse, Parchment, etc. (UL Lafayette school code: 1612). Any transcript delivered in person to Undergraduate Admissions by an applicant must be in its original, sealed envelope to be considered official.

**\*\* Please note that UL Lafayette is able to retrieve high school transcripts electronically from most in-state high schools through the State Transcript System (STS). If UL Lafayette is unable to retrieve your transcript electronically, we will request you to send a copy for our review process. \*\***

### Test Scores:

To be considered official, ACT or SAT scores must be sent directly from the testing agency to the Office of Undergraduate Admissions. To request an official score reports, please contact the following:

- ACT – [www.act.org](http://www.act.org) – click on “Your Scores” on right side of page; follow instructions under “Need to send more scores?”
- SAT – [www.collegeboard.org](http://www.collegeboard.org) – click on “SAT” in first column (left side of page); follow instructions in Featured Article – “Learn How to Send your SAT Scores”

## 7. I have college credit, how do I get my courses to transfer?

You will need to provide a final, official copy of your college/university transcript before your coursework will be added to your UL Lafayette record. Please contact the Registrar’s Office at the college/university you attended to find out how to send an official transcript.

To be considered official, transcripts (high school or college/university) should come directly from your previous institution to the Office of Undergraduate Admissions by email ([etranscripts@louisiana.edu](mailto:etranscripts@louisiana.edu)), fax (337-482-1317) or mail (P.O. Box 41210, Lafayette, LA 70504-1210). We also accept electronic transcripts sent via E-Scrip, Clearinghouse, Parchment, etc. (UL Lafayette school code: 1612). Any transcript delivered in person to Undergraduate Admissions by an applicant must be in its original, sealed envelope to be considered official.

## 8. I have new test scores or updated transcripts, do I need to reapply?

No, you do not need to submit a new application unless you are applying for a different semester. Our “rolling” admissions process reviews new information received (including new test scores and transcripts) to determine if your admissions decision should change. This means if previously denied or deferred for a semester that your decision could change if new test scores or updated transcripts are received.

## 9. Does UL Lafayette superscore the ACT/SAT?

UL Lafayette does not superscore the ACT or SAT; however, we do take the highest sub-score from every test you have submitted for admissions, scholarship, and registration purposes.

## 10. What does my admission decision mean?

Accepted	You have been admitted, and we have your final admissions documents.
Accepted by Committee	While you do not meet our requirements for admission, you have been admitted by committee review.
Deferred	Your application does not currently meet our requirements for admission, but we will continue to review your application as new information is submitted.
Denied	Your application does not meet our requirements for admission, and we have received all final information necessary to render a final decision.
Denied by Committee	Your application does not meet our requirements for admission, and you have been denied admission by our review committee.
Pending Committee Review	You have submitted an Application for Admit by Committee form, which is currently pending review by the committee.
Provisional Accept	You have been offered admission, but we are lacking final, official documents needed to finalize your admissions offer (ex. final transcript, official test scores).
Prov/Cond to Accept	You have been admitted, and we have received the necessary admissions documents to finalize your admissions offer.

## 11. What happens after I am admitted?

Undergraduate Admissions will send an admit letter to you by postal mail and email. Once you have been admitted and have your ULID number, you can activate your ULink account ([ulink.louisiana.edu](http://ulink.louisiana.edu) – click on “Activate my Account” link).

You will start to receive information regarding Orientation, Financial Aid/Scholarships, and Housing once an admissions offer has been made. You may also receive information from Undergraduate Admissions regarding any documents needed to finalize your admissions decision. Please be sure to set up your university email and check it regularly for important updates. Your university email will be activated once you activate your ULink account.

Please also remember to submit a FAFSA form through <https://studentaid.ed.gov/sa/fafsa> if you are interested in receiving financial aid (including TOPS).

Additional questions can be addressed to the appropriate department below:

Department	Email Address	Phone Number
Academic Success Center	<a href="mailto:asc@louisiana.edu">asc@louisiana.edu</a>	337-482-6818
Financial Aid	<a href="mailto:finaid@louisiana.edu">finaid@louisiana.edu</a>	337-482-6506
Housing	<a href="mailto:oncampusliving@louisiana.edu">oncampusliving@louisiana.edu</a>	337-482-6471
Orientation	<a href="mailto:orientation@louisiana.edu">orientation@louisiana.edu</a>	337-482-1391
Scholarship	<a href="mailto:scholar@louisiana.edu">scholar@louisiana.edu</a>	3337-482-6515

# International Applicant FAQ's

## 1. Who is considered an international applicant?

Any applicant who is not a U.S. citizen, permanent resident or refugee is considered an international applicant. Examples of international applicants include:

- Any applicant that is in the country (or will enter the country) on a visa,
- Any applicant who is a refugee/asylee,
- Any applicant who is undocumented, or
- Any applicant who is in the process for applying for permanent residency.

International applicants are also classified as a first-time freshman, transfer, re-entry, or non-degree.

## 2. What are the requirements to be admitted as an international student (GPA, etc.)?

### First-Time Freshman:

- Overall high school GPA 2.50 or higher (converted to U.S. scale).

### **AND**

- Require no remedial English or Math courses.

Test	Minimum English Score	Minimum Math Score
ACT	18 (English)	19 (Math)
SAT (Fall 2019)	25 (Writing & Language)	500 (Math)
SAT (effective Spring 2020)	500 (Evidence Based Reading & Writing)	510 (Math)

### **AND**

- Meet minimum English proficiency requirement (see next question).

### Transfer and Non-Degree Visitor Exchange:

- Eligible to return to most recently attended institution.

### **AND**

- Overall GPA of 2.25 or higher (converted to U.S. scale), excluding developmental/remedial courses.

### **AND**

- Successful completion of college-level English (non-remedial) **and** college-level Math (non-remedial) course designed to fulfill general education requirements with a grade of C or better.

**\*\* Non-Degree Visitor Exchange (J-2) students must show readiness for college English/Math. \*\***

### **AND**

- Meet minimum English proficiency requirement (see next question).

### Re-Entry:

- Overall UL Lafayette GPA of at least 1.50.

### **AND**

- Have no holds that prevent issuance of any necessary immigration documentation (ex. debt hold, banned from campus).

### 3. What is minimum requirement for English language proficiency?

- TOEFL: 70 (Internet-based test) or 523 (paper-based test)
- IELTS: 6.0
- PTE Academic: 50
- ACT English: 18
- SAT Writing & Language: 25 (through Fall 2019)
- SAT Evidence Based Reading and Writing: 500 (effective Spring 2020)

Applicants who are from a country where English is the official language or have completed all high school coursework from a country where English is the official language do not need to submit TOEFL, IELTS, or PTE Academic scores to be considered for admission. A list of countries where English is considered the official language for purposes of UL Lafayette's undergraduate international admissions requirements is available on the Admissions website (<https://louisiana.ed/countries-english-official-language>).

### 4. Does UL Lafayette offer exemptions to the English language proficiency requirement?

No, all international applicants who intend to study under an F-1 student visa or a J-1 visitor exchange student visa must meet the minimum English language proficiency requirement for undergraduate admission. There is no exception to this requirement as the I-20/DS-2019 cannot be issued if the student does not meet English language proficiency.

### 5. What document do I need to submit?

#### International applicants:

- Online Application
- Application Fee
- Late Fee (if applicable)
- Chronological Record of Education form (except Re-entry applicants)
- Proof of citizenship and/or non-immigrant status
  - Copy of valid passport (applicants currently in U.S. on a visa or planning to enter U.S. on a visa)
  - Copy of permanent resident card or Notice of Action/I-797 form (permanent resident, refugee/asylee, DACA applicants)
- Confidential Financial Guarantee and supporting bank statement verifying financial support for one year (only applicant that hold or are applying for F1 and J1 visas)

In addition to the list above, applicants will be required to submit the following based on their student type:

#### First-Time Freshman:

- Official or certified true copies of all secondary academic records (with official translation if original document not in English)

#### Transfer:

- Official or certified true copies of transcripts from **ALL** colleges/universities attended (with official translation if original document not in English)



Visitor Exchange Student:

- Official or certified true copies of all transcripts from **ALL** colleges/universities attended (with official translation if original document not in English)
- Request for DS-2019 packet
- Nomination letter from institution recommending exchange student

In addition, international applicants will be asked to provide the following if granted admission:

- Proof of Immunization Compliance – required of all first-time applicants to the University. Form is available at <https://shs.louisiana.edu/> (on right side of page in Proof of Immunization Compliance box).

## 6. How long will it take to process my application?

Once all required documents are submitted, an application decision will typically be available within 2 weeks.

## 7. Do you need official transcripts for my application review?

The Office of Undergraduate Admissions can use a copy of your college/university transcripts for our initial review process. However, if granted admission, you will need to send your final, official college/university transcripts for our records to finalize your admissions decision. Final, official documents must be received by the Office of Undergraduate Admissions before an I-20 and/or DS-2019 can be issued.

## 8. How do I send my official documents to UL Lafayette?

To be considered official, transcripts/academic records should come directly from your previous institution(s) to the Office of Undergraduate Admissions or be in the original, sealed/stamped envelope from your previous institution(s). Test scores are considered official only if they are sent directly to our office from the testing agency.

Courier Service:

Admissions documents sent via courier services (FedEx, UPS, DHL, etc.) should be sent to the following address:  
University of Louisiana at Lafayette  
Office of Undergraduate Admissions  
1311 Johnston Street, Foster Hall room 112  
Lafayette, LA 70503

Postal Mail:

Admissions documents being sent by postal mail should be sent to our mailing address, **not** our physical address:  
University of Louisiana at Lafayette  
Office of Undergraduate Admissions  
P.O. Box 41210  
Lafayette, LA 70504-1210

Email:

Admissions documents sent by email should be sent to [intladmissions@louisiana.edu](mailto:intladmissions@louisiana.edu) and/or [etranscripts@louisiana.edu](mailto:etranscripts@louisiana.edu). Remember to be considered official documents sent to the university by email must be sent directly from the testing agency (for test scores, such as TOEFL, ACT/SAT, etc.) or the institution (for transcripts) to be considered official.

## 9. Does UL Lafayette require an external evaluation or translation of international admissions documents?

If original admissions documents, such as transcripts/academic records, are not in English, then an English translation is required. Translators must be certified by the American Translators Association (ATA) or the National Association of Credential Evaluation Services (NACES). Additional information regarding translations is available at <https://louisiana.edu/admissions/international-students/translation-and-evaluation-transcripts>.

## 10. Are international applicants eligible for scholarships?

UL Lafayette offers three types of non-resident fee waivers that may be granted to new incoming degree-seeking undergraduate students who are citizens of countries other than the United States. These scholarships only waive the out of country/out of state portion of an international student's tuition and fees and do not cover the entire cost of attendance. Students are only eligible for **one** academic international student scholarship (Fleur-de-Lis, Vermilion, or Cayenne). Additional information regarding scholarships for international students can be found at <https://scholarship.louisiana.edu/node/27>.

If an applicant's parent(s) graduated from UL Lafayette or another Louisiana university with a bachelors' degree or higher, he or she may be eligible for legacy status. As a legacy student, the applicant/student is eligible for a waiver of their non-resident fees. Please note that international students are only eligible for **one** non-resident fee waiver (as a legacy student or from one of the academic international student scholarships).

## 11. What happens after I am admitted?

The Office of Undergraduate Admissions will send the admit notification to all international students by email initially. All students should activate their ULink account in order to receive email through their university account ([ulink.louisiana.edu](http://ulink.louisiana.edu) – click on “Activate my Account” link).

### International students – Visa (F1, J1):

Once an international student is fully admitted to UL Lafayette and all necessary documents are received, an I-20/DS-2019 will be issued for students that will be attending on an F1 or J1 visa. An admit packet will be sent by postal mail or eShipGlobal (at the applicant's expense) after the I-20/DS-2019 is issued. The admit packet includes:

- Admit letter
- I-20 or DS-2019
- International Student Orientation flyer
- FMJ fee information
- International handout
- Visa Pointers handout
- Welcome letter from OIA
- Next Steps checklist

After admission, international students will receive information regarding new student Orientation and international student Orientation. International students are required to attend International Student Orientation before attending class; however, international students currently studying in the United States may be able to register for class before attending orientation.

### International student – Permanent Resident, Refugee/Asylee, or Undocumented:

Undocumented students will receive an admit packet by postal mail that includes an admit letter, Welcome letter from OIA and a Next Steps checklist. Next, these students will receive information regarding new student Orientation from the Orientation Office.

Additional questions can be addressed to the appropriate department below:

<b>Department</b>	<b>Email Address</b>	<b>Phone Number</b>
Academic Success Center	<a href="mailto:asc@louisiana.edu">asc@louisiana.edu</a>	337-482-6818
Financial Aid	<a href="mailto:finaid@louisiana.edu">finaid@louisiana.edu</a>	337-482-6506
Housing	<a href="mailto:oncampusliving@louisiana.edu">oncampusliving@louisiana.edu</a>	337-482-6471
International Affairs	<a href="mailto:oia@louisiana.edu">oia@louisiana.edu</a>	337-482-6819
Orientation	<a href="mailto:orientation@louisiana.edu">orientation@louisiana.edu</a>	337-482-1391
Scholarship	<a href="mailto:scholar@louisiana.edu">scholar@louisiana.edu</a>	3337-482-6515

# Transfer Applicant FAQ's

## 1. Who is considered a transfer applicant?

Any applicant who has earned college credit since their high school graduation (with the exception of the summer semester immediately following high school graduation) is considered a transfer applicant. This includes any applicant that is currently enrolled at another college/university.

## 2. What are the requirements to be admitted as a transfer student (GPA, etc.)?

All applicants must be eligible to return to the most recent institution attended, **AND**

- Have earned an associate's degree or higher from a regionally accredited institution.

### **OR**

- Have earned 24 hours or more (excluding developmental/remedial courses) with:
  - Cumulative GPA of 2.25 or higher (excluding developmental/remedial courses), **AND**
  - Successful completion of a college-level English (non-remedial) **and** a college-level Math (non-remedial) course designed to fulfill general education requirements with a grade of C or better.

### **OR**

- Have earned less than 24 hours (excluding developmental/remedial courses) with:
  - Cumulative GPA of 2.25 or higher (excluding developmental/remedial courses), **AND**
  - Meet all other admissions requirements for first-time freshman applicants (refer to First-Time Freshman Applicant FAQ's for details, including use of Accuplacer or remedial courses to meet requirements).

## 3. What documents do I need to submit?

- Online Application
- Application Fee
- Late Fee (if applicable)
- Transcripts from **ALL** colleges/universities attended
- High school transcripts (if less than 24 non-remedial college level credits completed)
- ACT or SAT scores (if less than 24 non-remedial college level credits completed)

In addition, transfer applicants will be asked to provide the following if granted admission:

- Selective Service Registration – required of all male applicants between the ages of 18 and 26. Applicants can retrieve a certificate from <https://www.sss.gov/Registration/Check-a-Registration/Verification-Form>.
- Proof of Immunization Compliance – required of all first-time applicants to the University. Form is available at <https://shs.louisiana.edu/> (on right side of page in Proof of Immunization Compliance box).

## 4. Am I eligible to enroll at UL Lafayette if I am unable to return to my previous institution because of academic or disciplinary suspension?

No, applicants that are unable to return to their previous institution due to academic **or** disciplinary suspension are not eligible for admission to UL Lafayette.

## **5. Can I still be admitted if I do not meet admissions requirements (question 1 above)?**

For applicants that do not meet the transfer admissions requirements for GPA, test scores, and/or English/Math coursework, the following option is available to be reconsidered for admission:

### Admission by Exception Committee:

- Transfer applicants that do not meet admissions requirements may submit an Application for Admission by Exception Committee to be considered for admission by exception. The Application for Admission by Exception Committee is available upon request, and these applications are reviewed by the Admission by Exception Committee. Factors considered in committee decisions include, but are not limited to, GPA, academic history and improvements in academic performance, extracurricular activities, work experience, life events that had an impact on academic performance, and letters of recommendation. In all cases, the final admission decision will be based on the applicant's potential to be successful academically at the University.

## **6. Will I need to submit my high school transcript, ACT/SAT scores to be considered for admission?**

High school transcripts and ACT/SAT scores are only required from a transfer applicant if the applicant has not completed at least 24 non-remedial college level credits.

## **7. Will I need to submit additional documents, such as my CLEP/AP scores or JST record (Joint Services Transcript)?**

### CLEP/AP scores:

We will request the CLEP/AP exam scores if a student may need the English or Math credit to meet admissions requirements. CLEP/AP exam scores will be posted to the student's academic record at UL Lafayette.

### JST record:

Applicants are not required to submit a copy of their Joint Services Transcript (JST record). The JST record is not taken into consideration for the admissions decision; however, if provided the hours will be posted to the student's academic record at UL Lafayette.

## **8. Do you need official transcripts for my application review?**

The Office of Undergraduate Admissions can use a copy of your college/university transcripts for our initial review process. However, if granted admission, you will need to send your final, official college/university transcripts for our records to finalize your admissions decision.

Final, official documents must be submitted at least two weeks before the start of the semester for which you have been admitted. If you do not provide the necessary documents before the start of class, then your registration will be affected and a hold will be placed on your account.

## 9. How do I send my official transcripts to UL Lafayette?

To be considered official, college/university transcripts should come directly from your previous institution to the Office of Undergraduate Admissions by email ([etranscripts@louisiana.edu](mailto:etranscripts@louisiana.edu)), fax (337-482-1317) or mail (P.O. Box 41210, Lafayette, LA 70504-1210). We also accept electronic transcripts sent via E-Scrip, Clearinghouse, Parchment, etc. (UL Lafayette school code: 1612). Any transcript delivered in person to Undergraduate Admissions by an applicant must be in its original, sealed envelope to be considered official.

## 10. Do you offer transfer scholarships?

Yes, scholarships are available for transfer applicants who have completed at least 24 non-remedial college credits. Your application for admission will be used to determine your eligibility for transfer scholarships once an admissions decision has been reached. Additional information regarding scholarships can be found at [scholarships@louisiana.edu](mailto:scholarships@louisiana.edu) (use navigation box on left side to navigate to information regarding transfer scholarships).

## 11. Will my credits transfer?

All academic credit earned at a regionally accredited college/university will be posted on your UL Lafayette transcript and will be included in your cumulative/overall GPA. Regional accreditations accepted by UL Lafayette for transfer credit purposes include:

- New England Association of Schools and Colleges, Commission on Institutions of Higher Education (NEASC-CIHE)
- Middle States Commission on Higher Education (MSCHE)
- North Central Association of Colleges and Schools, The Higher Learning Commission (NCA-HLC)
- Northwest Commission on Colleges and Universities (NWCCU)
- Southern Association of Colleges and Schools, Commission on Colleges (SACS-COC)
- Western Association of Schools and Colleges, Accrediting Commission for Senior Colleges and Universities (WASC-ACSCU)
- Western Association of Schools and Colleges, Accrediting Commission for Community and Junior Colleges (WASC-ACCJC)

The Academic Success Center has information available on their website related to transferrable credit, including a Catalog of Transfer Credit to determine what transfer courses will equate to here on our campus. To locate this Catalog of Transfer Credit, visit [studentsuccess.louisiana.edu](http://studentsuccess.louisiana.edu), and click on the "Transferring to UL" tab. Next, click on the "Will My Credits Transfer" link (navigation box on left side of page), then the "Catalog of Transfer Credit" link.

The Registrar's Office has additional resources on their website regarding transfer credit as well. To locate this information, visit [registrar.louisiana.edu](http://registrar.louisiana.edu), and click on the "Transfer Credit" tab. Next, click on the "Will My Credits Transfer" link (navigation box on left side of page), then the links to "Transferology" and/or "Transfer Evaluation System (TES)."

Ultimately, each academic college will determine which course(s) apply towards your degree plan at UL Lafayette. Applicants with less than 45 transfer hours who would like to discuss how their credits will transfer and count in their degree plan may contact Lana Rodriguez in the Academic Success Center for assistance. Applicants with more than 45 transfer hours may contact the academic college of their intended major. Contact information for Lana Rodriguez and each academic college can be found on the Academic Success Center's website ([studentsuccess.louisiana.edu](http://studentsuccess.louisiana.edu)) under the "How Do I Get My Credits Evaluated before Admissions?" tab.

## 12. What does my admission decision mean?

Accepted	You have been admitted, and we have your final admissions documents.
Accepted by Committee	While you do not meet our requirements for admission, you have been admitted by committee review.
Denied	Your application does not meet our requirements for admission, and we have received all final information necessary to render a final decision.
Denied by Committee	Your application does not meet our requirements for admission, and you have been denied admission by our review committee.
Pending Committee Review	You have submitted an Application for Admit by Committee form, which is currently pending review by the committee.
Provisional Accept	You have been offered admission, but we are lacking final, official documents needed to finalize your admissions offer (ex. final transcript, official test scores).
Prov/Cond to Accept	You have been admitted, and we have received the necessary admissions documents to finalize your admissions offer.
Referred to Committee	Your application does not currently meet our requirements for admission, and an Application for Admission by Exception Committee has been sent to applicant.
Referred to Department	Your application has been sent for review by the major department (RN to BSN only).

## 13. What happens after I am admitted?

Undergraduate Admissions will send an admit letter to you by postal mail and email. Once you have been admitted and have your ULID number, you can activate your ULink account (ulink.louisiana.edu – click on “Activate my Account” link).

A second letter will be sent from the Academic Success Center with information about academic advising and Orientation. Advisor names are not included in the letter, so you will be directed to ULink to find contact information for your advisor/department (under “Academics”, then “Academic Support”).

You will start to receive information regarding Orientation, Financial Aid/Scholarships, and Housing once an admissions offer has been made. You may also receive information from Undergraduate Admissions regarding any documents needed to finalize your admissions decision. Please be sure to set up your university email and check it regularly for important updates. Your university email will be activated once you activate your ULink account.

Transfer students do have the opportunity to be advised and to register prior to attending Orientation; however, some departments prefer that students wait to be advised and register until they attend Orientation. Please check with your department for more details.

Please also remember to submit a FAFSA form through <https://studentaid.ed.gov/sa/fafsa> if you are interested in receiving financial aid (including TOPS).

Additional questions can be addressed to the appropriate department below:

Department	Email Address	Phone Number
Academic Success Center	<a href="mailto:asc@louisiana.edu">asc@louisiana.edu</a>	337-482-6818
Financial Aid	<a href="mailto:finaid@louisiana.edu">finaid@louisiana.edu</a>	337-482-6506
Housing	<a href="mailto:oncampusliving@louisiana.edu">oncampusliving@louisiana.edu</a>	337-482-6471
Orientation	<a href="mailto:orientation@louisiana.edu">orientation@louisiana.edu</a>	337-482-1391
Scholarship	<a href="mailto:scholar@louisiana.edu">scholar@louisiana.edu</a>	3337-482-6515

