

II. Admission

Applying to Colgate

The Applicant

Colgate students are selected from applicants throughout the United States and around the world for the qualities of talent and intellect they can contribute to this university community. Academic achievement, reflecting a student engaged with both ideas and learning, is important to the admission decision. Colgate also values the student with interests that reflect a curiosity and commitment as well as sympathy and excitement for the spirit of intellectual pursuits. Well-developed special interests, talents, and skills of all kinds can be a significant part of an admission application. In addition, Colgate is committed to attracting people who represent a wide range of intellectual perspectives as well as diverse economic, racial, religious, and geographic backgrounds. In the interest of bringing the best possible applicants to the college, Colgate sets no limits on the number of students admitted from a given secondary school. Colgate does not accept transfer, visiting, or special student applications for the undergraduate degree program from individuals who already possess a bachelor's degree.

All admission credentials, from the traditional secondary school record and standardized testing to letters of reference that cite intellectual and creative promise, are important. Personal character and qualities that both reflect and determine the productive use of a student's talent are also important to the admission decision. Teachers, counselors, and all applicants should know that assistance in identifying such subjective characteristics is welcome.

The Academic Record

While other considerations are important, the academic record stands at the heart of any admission decision. An academic record is evaluated strictly in terms of course selection and achievement — that is, what a student did with what was available in the school attended.

Academic preparation is usually measured in Carnegie units, with one unit representing a full year's work in a major academic subject. Applicants with fewer than sixteen units are seldom admitted. The number and difficulty of courses chosen each year are an important measure of academic motivation and achievement. While each student's record is evaluated individually, the strongest applicants will have completed five major academic courses per year whenever possible. The senior year program is most important as the final preparation for college-level work. It should include at least four to five courses, including honors or advanced-level courses such as AP and IB courses. Colgate encourages students to pursue cumulative subjects, such as foreign languages and mathematics, through senior year.

The typical distribution of courses across disciplines for most accepted students is four years of English (especially composition and literature); four years of mathematics; at least three years of natural and physical sciences, with a lab; at least three years of social sciences (particularly advanced courses in history); at least three years of a foreign language. Colgate encourages elective coursework in the arts and strongly advises students to pursue honors and advanced-level courses in major areas of interest.

All applicants should follow these recommendations to the best of their ability. Scheduling problems or other circumstances that limit course selection should be conveyed in a letter enclosed with the application. Colgate evaluates applications based on the material available, but further information may be requested.

Recommendations

Faculty and counselor recommendations are vital to the admission evaluation; additional recommendations may also be useful if they are written by those who know an applicant well and have been in a position to evaluate his or her actual performance. Good judgment should be used in asking for additional recommendations; too many testimonials can make an application more difficult to interpret and process.

Standardized Testing

All admission candidates must submit the results of standardized testing according to one of two options:

1. **The SAT Reasoning Test** (including mathematics, critical reading, and writing sections)
2. **The ACT Assessment** (writing test not required)

Writing Requirement

The university offers a selection of courses designed to aid students who need more work in English composition. Although the courses are generally available to Colgate students as electives, some matriculating students, identified at the time of admission, may be required to enroll in one or more of these courses. (See "Writing and Rhetoric" in Chapter IX.)

Financial Aid

A candidate requesting financial assistance should complete the Financial Aid PROFILE by January 15, 2010, for intended enrollment in fall 2010. For further information see "Financial Aid" in Chapter IV.

Directory of Testing and Other Services

Most secondary schools provide complete information related to the services mentioned in the preceding pages. The following directory is included for candidates who may wish to contact these agencies directly:

American College Testing (ACT) Program
PO Box 168

Iowa City, IA 52243-0168

Phone: 319-337-1000

Fax: 319-339-3021

Website: <http://www.act.org>

The College Board/College Entrance Examination Board (CEEB)

The CEEB oversees the Scholastic Aptitude Test (SAT).

Columbus Avenue

New York, NY 10023-6992

Phone: 212-713-8000

Website: <http://www.collegeboard.org>

College Scholarship Service

PO Box 2853

Princeton, NJ 08541

703-707-8999

Website: <http://www.collegeboard.org>

Federal Student Aid Information Center

PO Box 84

Washington, DC 20044

Phone: 1-800-433-3243

Website: <http://www.fafsa.ed.gov>

Test of English as a Foreign Language

Box 6155

Princeton, NJ 08541-6155

Phone: 609-771-7100

Fax: 609-771-7500

Email: toefl@ets.org

Website: <http://www.toefl.org>

Application Procedures

A candidate can complete and submit the Common Application electronically by linking to www.commonapp.org. At this site you can find all forms required by Colgate: the Common Application, a one-page Colgate Supplement, the Mid-Year School report, and an Early Decision Agreement form for students applying under the Early Decision program. Also available at this site are the School Report and Teacher Evaluation forms for the guidance counselor and two high school teachers to complete and

mail. Common Applications are also available from secondary school guidance counselors. Applications for first-year admission must be postmarked by January 15, 2010. The application fee is waived for applications submitted online.

Application Supplement

The Colgate Application Supplement to the Common Application is required of all applicants. The supplement form is available at www.commonapp.org and on our website, www.colgate.edu. All applications require a signature. Applications submitted through the Common Application online require an electronic signature and applications submitted in paper format require a handwritten signature.

Application Fee

Colgate requires a non-refundable fee of \$55 from all candidates for admission. This fee may be waived upon certification of extreme financial hardship by the guidance counselor or a school-certified College Board Fee Waiver. The application fee is also waived for applications submitted online.

Admission Notification

Admission is granted only through written notice by the Office of Admission. Regular admission decisions are announced in late March or early April. Financial aid candidates normally receive notice of any aid award with their acceptance letters. All accepted candidates wishing to enroll, other than Early Decision candidates (see below), must pay a non-refundable tuition deposit of \$500 by May 1. Envelopes postmarked *after* May 1 may not be accepted.

Postponed Enrollment

While most students apply for admission with the intention of entering college the following fall, some accepted applicants may wish to postpone entrance to Colgate for a period of time.

Accepted applicants who do not matriculate at another institution may ask to postpone their enrollment for up to two semesters or one year after the date of initial expected enrollment. Such a request should be made in writing to the Office of Admis-

sion by May 1 of the year application has been made, and must be accompanied by the non-refundable \$500 enrollment deposit. This deposit will hold the student's place in the class he or she wishes to enter. Applicants who do not pay the \$500 deposit and who do not matriculate at another institution, or who defer their entrance for more than two semesters, must formally reapply for admission. Students admitted from Colgate's waiting list are not eligible to defer their enrollment.

Students applying for financial assistance must file the Financial Aid PROFILE with the College Scholarship Service (CSS) *by January 15 of the year of intended enrollment*. Candidates may expect notification of financial aid awards by early April of the spring before entrance.

Advanced Placement and Pre-matriculation Credit

Information regarding advanced placement and pre-matriculation credit can be found in Chapter VII.

Visiting Colgate

Colgate encourages each prospective applicant to arrange a visit to the campus and to meet with a representative of the university. While interviews or similar meetings at Colgate are non-evaluative, they give applicants insights about Colgate and the admission selection process.

A prospective applicant who is not able to arrange a campus visit may schedule an informational interview with a Colgate graduate near school or home. Admission staff members recognize that it may not always be possible to visit the campus before applying; still, it is important for the student to see the campus and meet the people who live, study, and work at Colgate before making a final college choice.

The admission staff is happy to assist applicants with arrangements for visits to campus. To ensure that records of campus visitors are as accurate as possible, prospective applicants are encouraged to check in at the Office of Admission in James B. Colgate Administration Building upon arrival. If the office is closed, campus maps and forms to request admission materials may be found

in the visitor box on the porch of the administration building. Prospective students may choose to explore Colgate in a number of different ways.

1. Schedule an **informational interview**. Non-evaluative interviews are offered from May of the junior year through December of the senior year. Call the Office of Admission at 315-228-7401 at least two weeks in advance to arrange an appointment.
2. **Group information sessions** are available weekdays throughout the year and on many Saturdays. Times may vary, so visits should be confirmed in advance by visiting the website or calling the Office of Admission. Please call at least one week in advance to register for a Saturday information session and tour.
3. **Saturdays@Colgate**. On Saturdays from mid-September to early December and during March and April, prospective students and their families can get an in-depth look at academic and campus life at Colgate. Ideal for first-time visitors, Saturdays@Colgate offer an hour-long information session, led by an admission officer, and the opportunity to hear from a faculty member and a Colgate student. A student-led campus tour follows the program. Reservations are required. Visit www.colgate.edu for the schedule.
4. Schedule an **alumni informational interview**. Prospective students who are unable to visit the campus before applying are encouraged to meet with a Colgate graduate. Please call the Office of Admission for a referral. Colgate alumni admission volunteers are available in most areas of the United States and in some countries abroad. These interviews are informational rather than evaluative.
5. **Meet with Colgate faculty and staff members**. Faculty and other Colgate staff members enjoy talking with prospective students who want to find out more about a particular discipline or campus activity. The Office of Admission makes every effort to arrange appointments to present a portfolio to the art department; audition for the music department; speak with a faculty member, coach, or activity adviser; etc. Please inform the Office of Admission of special interests when making arrangements to visit campus or schedule a meeting directly with the appropriate department or person well in advance of arrival. Prospective students and their families who have questions about financial aid may meet with Office of Financial Aid staff weekdays during regular office hours.
6. **Visit classes**. Faculty welcome student visitors to most classes, as long as there are spaces available and no examinations or tests are planned. Class schedules are available in the Office of Admission. Prospective students who are interested in visiting classes in a particular discipline should inform the Office of Admission when making arrangements to visit campus. Advance notice allows the admission staff to confirm which classes are open to visitors on a particular day. Classes meet weekdays for either 50 or 75 minutes; there are no Saturday classes. The widest selection of classes is available in the mornings.
7. Join a **campus tour**. Student-led tours are scheduled regularly on weekdays when college is in session and during the summer. Schedules may vary on or before major holidays. Visitors are welcome at any time; if tour guides are not available, the *Colgate Self-Guided Walking Tour* brochure is available. For information regarding tour schedules, visit www.colgate.edu.
8. Stay overnight through the **Student Host Program**. Secondary school seniors and prospective transfer and visiting students can experience everyday life at Colgate by staying overnight with student hosts. Visits during the week are most productive, allowing time for visiting classes, attending activities, meeting with faculty, and talking with Colgate students. The host program is offered Sundays through Thursdays from mid-September to mid-November and from early February to early March. Stays are limited to one night. Please contact the Office of Admission at least two weeks before an intended stay. Please do not plan to spend a night without prior reservations.

Special Admission Programs

Early Decision

An Early Decision application indicates that Colgate is a student's first choice and that the student will withdraw all other applications and attend Colgate if admitted. Not to be confused with early action, Early Decision at Colgate is binding; a signed Early Decision Agreement is required to complete an Early Decision application. The form must be signed by the student, a guidance counselor, and a parent. Students may not apply to more than one college as an Early Decision applicant. As Early Decision programs may vary slightly from college to college, please note the following options and requirements specific to Colgate's Early Decision program.

Colgate offers two options for Early Decision:

Early Decision Option I Candidates who apply by November 15, including completion of the Early Decision Agreement form, will receive decisions in mid-December. All required application documents should be postmarked no later than November 15.

Candidates who initiate and complete Early Decision applications between November 15 and December 15 may be eligible for consideration in the Early Decision Option I review process at the discretion of the dean of admission. Early Decision applications completed too late for Option I consideration will be evaluated according to Option II.

Early Decision Option II Candidates who file applications between December 15 and January 15 may declare their Early Decision first choice interest in Colgate and receive notification on a rolling basis. Notification of admission will occur within two to four weeks after receipt of the application and all supporting documents, including a completed Early Decision Agreement form. No Early Decision Option II decisions will be made before January 1.

Students who file regular decision applications by January 15 may change their status to Early Decision by filing an Early Decision Agreement form any time before March 1. Notification will occur within two to four weeks of the completion of the application.

For both Early Decision Options

1. Applicants may be accepted, deferred for reconsideration under regular decision (with notification by early April), or denied admission. Students who are deferred under Option I will not be reconsidered under the Option II timetable.
2. Multiple or concurrent Early Decision applications to Colgate and any other colleges are not permitted. Early Decision candidates may file regular decision applications to other colleges, but once admitted to Colgate through Early Decision, all other applications must be withdrawn. Failure to do so may result in withdrawal of Colgate's offer of admission.
3. Accepted Early Decision candidates must pay a non-refundable enrollment deposit of \$500 within two weeks of acceptance.

Standardized testing (SAT Reasoning Test or ACT Assessment and TOEFL, if applicable) should be completed by early November for Option I candidates. Option II candidates should complete testing by early December. An application is not complete, and no decision can be made, until all required test results are received. Early Decision candidates should have official reports of scores sent directly to Colgate by the testing services. Results of early November testing normally will be available from the testing services in time for Option I review if the scores are sent directly to Colgate. *Upon written request from the student, a decision may be postponed until the latest test results are received by Colgate.*

An Early Decision candidate applying for financial aid should file the College Scholarship Service (CSS) PROFILE at www.collegeboard.com/profile by the Early Decision deadline.

Admission and financial aid announcements are delayed for Early Decision candidates until all financial assistance forms have been received and processed. While the Free Application for Federal Student Aid (FAFSA) is not necessary for initial Early Decision aid awards, candidates must submit the FAFSA to the federal processor by January 15, 2010.

Early Admission

Candidates with strong academic records, who receive the support of their secondary schools, may apply for admission and entrance prior to the final year of secondary school. Members of the admission staff are available to discuss this option with those who are interested.

Alumni Memorial Scholars

Established as a tribute to the Colgate alumni who gave their lives in World Wars I and II, the Alumni Memorial Scholar title is awarded annually to approximately the top 200 accepted students in each entering class. Students are chosen not only for excellence in any single field of activity, but also for achievement in academic performance coupled with service to school and community. The standards of selection are determined competitively, and the recipients form a group of outstanding young men and women whose all-around commitment most clearly exemplifies the stipulation of the title. The Alumni Memorial Scholar program provides its enrolled students a variety of year-long benefits, including the opportunity to apply for a fellowship to support research and independent projects.

For Alumni Memorial Scholars who have demonstrated financial need, the full amount of demonstrated need for on-campus expenses will be met for all four years. Grant assistance is available to other Alumni Memorial Scholars who may incur financial need after enrolling at Colgate. There is no need to apply independently for consideration as an Alumni Memorial Scholar; all applicants to Colgate are automatically considered each year during the admission process.

Benton Scholars

The Benton Scholars Program was developed as a model for how a liberal arts education can be shaped to fully prepare students to think, act, and create in a world that is increasingly diverse and global. Colgate has a long and proud history of graduating students who lead in all aspects of their lives. This new program is part of a university-wide focus on ensuring that this great tradition endures.

The program has been thoughtfully designed to infuse leadership and global themes into the Colgate experience by providing scholars with activities and selected courses that will enrich and bring new perspectives to their experiences on campus and throughout their lives. Like all Colgate students, Benton Scholars have control of their course of study, as well as choice of major and activities. The program builds upon the Colgate experience rather than creating a separate track within it.

Those invited to participate in the Benton Scholars Program are students who have demonstrated not only the ability to think and lead, but also the passion to make a positive impact on the world. This program will sharpen their skills, ignite new passions, and provide a platform to think globally about what it means to be a leader in the 21st century. There is no need to apply independently for consideration as a Benton Scholar; all applicants to Colgate are automatically considered each year during the admission process.

Office of Undergraduate Studies (OUS) Summer Institute and Higher Education Opportunity Program (HEOP)

Housed in the Center for Learning, Teaching, and Research (CLTR), the Office of Undergraduate Studies (OUS) Summer Institute and the Higher Education Opportunity Program (HEOP) were established in 1967 to meet the financial and academic needs of young men and women who may not have had access to high-quality, liberal arts preparation. CLTR is a center for academic support, providing special academic programs and a variety of learning resources that contribute significantly to students' intellectual development while complementing and supporting the Colgate curriculum. Services include academic and financial aid counseling, professional tutoring, peer tutoring, career and personal counseling, course-based study groups, and assistance with reading and study skills.

HEOP is administered by OUS and is open to residents of New York State who meet the economic guidelines set by the New York State Education Department. All guidelines must be met at the time of admission. (See Appendix A, Section I, N.)

Students admitted to Colgate through OUS/HEOP are required to participate in a pre-first-year summer program. This five-week summer institute is designed to ease the transition from high school to Colgate and increase the academic readiness of students.

Eligibility for admission to Colgate under the auspices of OUS Summer Institute and/or HEOP is determined at the time of admission, and *no separate application is necessary*.

For more information about the services of CLTR, please call 315-228-7375. For more information about admission through OUS Summer Institute or HEOP, please contact the Office of Admission.

International Student Admission

An international student who resides outside the United States and wishes to learn more about Colgate should request a preliminary international student application from the Office of Admission. Application materials are sent to the candidate after the preliminary form has been approved by the admission staff. This procedure is designed to save the applicant valuable time and effort that could be wasted if an application were to prove unrealistic for financial or other reasons.

In addition to the SAT Reasoning Test or ACT Assessment Test, an international student or applicant whose native language is not English must submit the official results of the Test of English as a Foreign Language (TOEFL). Any student unable to take the TOEFL due to cost or access should submit a statement of the circumstances that prohibit taking the TOEFL and, as an alternative, submit a) results of either the English Language Proficiency Test (ELPT) or the International English Language Testing System (IELTS); and b) either a recommendation from a teacher of English or an extra writing sample in English.

All admission documents should be written in English or accompanied by certified translations from a local consulate, embassy, or school official.

While Colgate welcomes international applicants, there is limited financial assistance for students who are not U.S. citizens or permanent residents. Canadian nationals are eligible for certain loan and work-study programs.

All international applicants, regardless of their interest in receiving financial aid, are required to submit the International Student Certification of Finances.

Admission by Transfer

Colgate considers for transfer the application of well-qualified candidates from other colleges who seek to enter with advanced standing. Admission may be granted in the fall or spring. The application deadline for fall admission is March 15; for spring, November 1. (Candidates are notified of the admission decision by early May and early December, respectively.) A non-refundable application fee of \$55 must accompany each application. Colgate does not accept transfer, visiting, or special student applications for the undergraduate program from individuals who already possess a bachelor's degree.

Competition for admission with advanced standing is rigorous. Most successful transfer applicants will have achieved at or above the 3.0 (B) grade level during previous college experience. Participants in the Visiting Student Program (see below) are eligible for transfer to Colgate but *should not expect to receive preferential treatment*.

Application requirements: Colgate uses the Common Application for Transfer Admission. A full report of the candidate's secondary school record and the results of either the SAT (Scholastic Assessment Test) of the College Entrance Examination Board or the ACT Assessment Test of the American College Testing Program must be submitted. Official transcripts of *all* completed college studies should be forwarded immediately. The College Official's Report should be completed and submitted by the dean of students office of each college attended, and the Instructor's Evaluation should be completed by a faculty member who has taught the student and who can comment on the student's academic potential.

Previous applicants: Students who previously applied for first-year or transfer admission are welcome to apply for transfer admission by obtaining the Common Application for Transfer Admission. The Office of Admission retains application materials from the past two academic years and will refer to previous application data during the transfer review process. Students who

previously applied for first-year admission must complete the entire Common Application for Transfer Admission; it is *not* necessary to forward standardized test scores if they were submitted with the first-year application. Students who applied for transfer admission within the past two years must send a letter of intent indicating their desire to reactivate the previous transfer application. *This letter should arrive by the application deadline.* In addition, Colgate requires an updated transcript and application fee, as well as essays and current recommendations, to reactivate and update a transfer application.

Transfer credit is allowed for courses taken through a strong liberal arts curriculum in which a grade of C or better has been earned. Credit toward graduation may be granted for no more than the equivalent of 16 Colgate course credits. After enrolling at Colgate, transfer students are subject to the rules for transferring of credit which apply to matriculated Colgate students. (See "Transfer Student Program" in Chapter VII.)

Financial Aid: It is rare for Colgate to be able to offer need-based financial aid to transfer students. Grant funds available to transfer students are limited, and awards are made on a competitive basis as determined by demonstrated financial need. Colgate grant assistance for transfer students is limited to the number of semesters needed to complete the degree requirements, as determined by the registrar, at the time of admission. A limited number of grants may be awarded on a highly competitive basis for transfer students entering in January. Mid-year transfer students are encouraged to apply for Colgate grant assistance in subsequent years.

Transfer students entering in the fall and anticipating a need for help with financing their education should be certain to submit the Free Application for Federal Student Aid (FAFSA) and the College Scholarship Service (CSS) Financial Aid PROFILE form to the respective processors by March 15 for the fall term and November 1 for the spring term.

All international applicants, regardless of their interest in receiving financial aid, are required to submit the International Student Certification of Finances.

First-Year versus Transfer Admission for Students with Advanced Standing

Colgate University defines a transfer applicant as someone who has enrolled in a degree-seeking program at a college or university. A student who possesses an associate's degree must apply to Colgate as a transfer student.

Students who have supplemented their high school curriculum with college-level classes in a non-degree-seeking program, and students who have enrolled in a high school enrichment program associated with a college, have the option of applying to Colgate as either a first-year student or a transfer student. The benefits and limitations for these options are outlined below:

First-year students

- are permitted a total of six course credits of transfer/pre-matriculation work;
- attend first-year orientation;
- enroll in first-year seminar during first semester; faculty member becomes adviser;
- participate in first-year residential experience;
- apply using Common Application;
- may only be admitted for fall term.

Transfer students

- are permitted up to 16 course credits of transfer/pre-matriculation work;
- attend transfer orientation;
- register for classes with appropriate class year;
- have their number of required core classes determined by class year assigned;
- may be able to fulfill distribution requirements with transfer credits;
- obtain on-campus housing where room is available;
- apply using Common Application for Transfer Admission;
- may be admitted for fall or spring terms.

Visiting Student Program

A student who wishes to attend Colgate for a term as a visiting student should contact the Office of Admission. Preference in admission to this program is based solely on the quality of previous academic performance. Members of the Visiting Student Program are eligible to apply at a later date for permanent admission with advanced standing, but it must be understood that *no preference* is given over other transfer applications, and visiting students must meet the same standards as candidates not in attendance. Visiting students are not eligible to receive Colgate financial aid.

For students wishing to enroll, a non-refundable tuition deposit of \$500 is required within two weeks of receipt of the official acceptance letter.

Special Students

The special student option is almost invariably limited to a few area residents who, for personal reasons, wish to enroll for one term and/or for less than a full course load. Special student status is an exception; the Colgate campus does not readily lend itself to part-time, non-residential students. Those who wish to take less than a full course load must plan to commute, as there is no provision in the residential facilities for those taking less than a full academic program. Arrangements should be made in person with the Office of Admission. Please contact the office for more information. Special students receive no extraordinary consideration or priority at registration. The non-refundable application fee of \$55 and the enrollment deposit of \$500 are required.

Additional Information for Transfer, Visiting, or Special Students

Students applying for admission as transfer, visiting, or special students should request from the Office of Admission the Common Application for Transfer Admission and the transfer, visiting, and special student fact sheet.

Readmission

Students who withdrew from Colgate and were in good standing when they left are eligible to apply for readmission. Readmission to Colgate is not guaranteed, however. Students interested in readmission should contact the Office of Admission.