

APPLICATION

Undergraduate Admission

Teikyo Loretto Heights University



*Linking the Minds
of the World*

Office of Admissions

INSTRUCTIONS

Applications are accepted on a continual basis. To apply for admission, please submit the following materials to the Office of Admissions:

FRESHMAN APPLICANTS (US Student)

- Completed and signed application.
- Completed and signed enrollment agreement form (in office).
- Official secondary school transcripts indicating grade point average.
- Official documentation of SAT and/or ACT scores.
- Secondary school recommendation(s) from a college advisor, teacher, principal or head of school.
- Applicants who have earned a GED should submit a copy of their Certificate of High School Equivalency, GED test scores, and an official transcript of any high school work completed.

TRANSFER APPLICANTS (US Student)

- Completed and signed application.
- Completed and signed enrollment agreement form (in office).
- Official transcripts from all colleges and universities previously attended.
- Applicants with less than 30 semester hours or 45 quarter hours of college study should also submit an official secondary school transcript, and official SAT and/or ACT results.

INTERNATIONAL (F-1 NON-IMMIGRANT) STUDENT APPLICANTS

- Completed and signed application.
- Resume and Personal Statement (see item 21 for detail requirement).
- Official transcripts and diplomas from all colleges and universities previously attended **translated into English**.
- International student applicants entering as freshmen must provide educational transcript records **translated into English** that accurately reflect the equivalent of the standard 12-year primary and secondary school program provided in the U.S.
- Completed Sponsor's Statement of Financial Support (not required if applicant is self-sponsored).
- Official bank statements.
- Photocopy of passport to provide proof of birth date, citizenship and visa status. Applicants outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate or personal I.D.
- Applicants living in the U.S. at time of application in F, M or J non-immigrant classification must provide a completed Transfer Out form and written confirmation of visa status at previous school attended before transferring to TLHU.

If you are not sure whether you're a freshman, transfer and/or an international student, please feel free to call or email us.

I PERSONAL INFORMATION

1. Name _____
Last/Family First/Given Middle
2. Permanent Home Address _____
Number Street Apt/Unit #
- _____
- City State Postal Code Country
3. Mailing Address (if different from above) _____
- _____
4. Two Email Addresses : 1) _____ 2) _____
5. Home Telephone Number _____ Cell _____ Work _____
6. Emergency Contact _____
name telephone number relationship
7. Date of Birth _____ 8. Are you a United States citizen? ____ yes ____ no
dd mm yyyy
- If no, country of citizenship _____ Visa Status _____

II EDUCATIONAL PLANS (One semester has two terms; each term is eight weeks.)

9. I would like to enroll (check one):
- Spring Semester:** Jan. ____ March ____ **Summer Term:** June ____ **Fall Semester:** Aug. ____ Oct. ____
- Year ____ . School reserves the right to adjust the entry time of each student based on seat capacity.
10. I will attend ____ Full Time (12 - 18 credits per semester) ____ Part Time (Less than 12 credits per semester)
11. I am enrolling as a ____ Freshman (first year) ____ Transfer student (previous university level study)
12. I will live ____ On Campus ____ Off Campus (housing grant up to \$2000 per year is not available for student living off-campus).
13. Will you apply for financial aid? ____ yes ____ no
14. Have you applied to Teikyo Loretto Heights University before? ____ yes ____ no
15. In which program do you plan to enroll? ____ Bachelor of Arts (BA) ____ Associate of Science (AS)
____ English as a Second Language (Certificate programs)
16. In which degree field of study do you plan to enroll? ____ International Business (IBS)
____ Intercultural Studies (ICS)

20. List all high school or college courses you are now taking or plan to take before enrolling. This information is required to determine total number of academic units completed prior to enrollment. Indicate whether they are high school or college courses.

Course Title	Credits	Term/Year	Course Title	Credits	Term/Year
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____

Indicate credit hours: ____ semester ____ quarter ____ trimester ____ other (please specify)

21. Personal Statement

Please describe in one or two pages your educational and personal goals. Indicate any extracurricular, community and recreational activities and work experience. Do these activities relate to your educational and personal goals? Also tell us about any special recognition or honors you have received. How has the recognition or honors impacted your educational and personal goals? Or if you have had no special recognition or honors, do you aspire to any? If you don't aspire to any, explain why?

Please type or print your personal statement on a separate sheet (or sheets) of paper, and attach it to this application. Be sure to put your name at the top of each sheet.

IV SIGNATURE

22. I hereby certify to the best of my knowledge that the information furnished on this application is true and complete. I understand that misrepresentation of facts on this application will be cause for refusal of admission, cancellation of admission, or suspension from Teikyo Loretto Heights University. By signing this application, I agree to abide by the policies and regulations of the university.

Student Signature

Date

Parent/Guardian Signature
(if applicant is under 18 years of age)

Date

V SUPPLEMENTARY INFORMATION

23. How did you first learn about Teikyo Loretto Heights University? _____

24. Do you have a friend or relative who might be interested in attending TLHU? ____ yes ____ no

If yes, please write their name, address, phone number and email below. If you only want to give their name and one way of contacting them, please do so.

Name _____

Address _____

Phone Number _____ Email Address _____