application for admission

- Freshman
- Transfer
- International
Application Instructions & Requirements

1. **Please print**, using a pen. If you prefer, you may apply **online at www.bethune.cookman.edu**. For an earlier admission decision and full scholarship consideration, submit your completed application no later than **December 1**.

   **Freshman Applicants** please request that your official high school and college transcript(s) be sent to the Office of Admissions, Bethune-Cookman University. An indication of senior courses in progress must be included on the high school transcript. An applicant for admission must be a graduate from an accredited high school, (or a candidate for graduation) with a cumulative grade point average of 2.25 or better on a 4.0 scale. Students seeking admission to Bethune-Cookman University must have satisfactorily completed a college-preparatory high school curriculum. A minimum grade point average of 2.0 is required for each of these core courses:
   - four units of English,
   - three units of college preparatory mathematics,
   - three units of natural science (at least one laboratory),
   - three units of social science and history, and
   - six academic electives.
   - Two units of foreign language and a computer literacy course are strongly recommended, but not required. GED scores may be considered in lieu of a complete high school record.

   **Standardized Tests**
   Test score results from either SAT I or ACT are required. While there is no stated test score requirement, candidates should achieve a minimum score near the national average for college-bound students. Test scores should be forwarded directly to the University by using Bethune-Cookman’s CEEB code number—5061; ACT code number—0720. ACT test-takers, please note: an additional requirement for scholarship consideration is the English/Writing section. Find information about registering for standardized tests at http://sat.collegeboard.org/register/ and http://www.actstudent.org/register/.

   **Transfer Applicants** for admission must be in good academic standing at an accredited community college or four-year college or university, with a minimum cumulative grade point average of 2.25 on a 4.0 scale on all college work attempted. Transfer candidates with fewer than 24 transferable hours must also submit an official final high school transcript and meet all freshman admission requirements, including ACT or SAT scores.

2. **Please sign and date your application.**

3. **Submit a $25.00 non-refundable application fee**, or attach an official fee waiver form which you may obtain from your guidance counselor. Write your name and Social Security number on your check or money order.

4. **If you choose to provide the Counselor Recommendation Form** detach and submit it to your high school guidance counselor or college advisor. This form is mailed directly to the Office of Admissions. Additional letters of recommendation may be submitted by your pastor or mentor.

**Additional Requirements for International Applicants**
International students must submit a translation and evaluation of all secondary and college academic credentials from a service such as the World Education Services (www.wes.org, (212) 966-6311) or Josef Silny and Associates (www.jsilny.com, (305) 273-1616). These evaluations must include grade point calculations for each institution attended.

1. If English is not your native language, you must take the TOEFL (Test of English as a Foreign Language). Submit these scores directly to Bethune-Cookman University; college code is #5061. For inquiries about TOEFL tests, services, policies and procedures, visit their website at www.toefl.org or call 1 (609) 881-7100, Princeton, NJ. The university may consider a waiver of this requirement if the applicant has completed significant academic coursework in English.

2. If admitted, applicants will be asked to provide a financial statement documenting verified sources of adequate financial resources required for attendance, along with a Bank Statement or verification letter from a bank official. Students will receive the I-20 Immigration Form after they have been accepted for admission and have submitted the financial resources form.

3. Mail your completed application and official notarized transcripts at least eight weeks in advance of expected matriculation date.

**For further information, call 1.800.448.0228, fax to 386.481.2601, write the Office of Admissions, Bethune-Cookman University, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, FL 32114-3099, or visit our website at www.bethune.cookman.edu**
Year of enrollment __________

Check term of enrollment
☐ Fall (August)
☐ Spring (January)
☐ Summer A (May)
☐ Summer B (June)

Student Status
☐ Freshman
☐ Transfer
☐ Transfer RN-BSN
☐ Non-Degree (Unclassified)

Enrollment
☐ Full-time
☐ Part-time
☐ Evening/Weekend

Residence Status
☐ On-Campus
☐ Off-Campus

Application Fee
☐ $25.00 Enclosed
☐ Fee Waiver Request Enclosed

Have you previously applied for admission to or been enrolled at Bethune-Cookman University? ☐ No ☐ Yes If so, when? ___________________________

Personal Information: (Please print)

Student's Legal Full Name: ________________________________________________________ Social Security # _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ _ 
(First) (Middle) (Last) (Preferred Name)

Permanent Home Address: __________________________________________________________
(Number & Street) (Box) ( Apt. # ) (City) (State) (Zip)

Mailing address, if different from permanent home address: Use this address: from dates ___________________________ to ___________
(Number & Street) (Box) (Apt. # ) (City) (State) (Zip)

Primary Telephone: ( _____ )________________________ Cell Telephone: ( _____ )________________________ May we text you? ☐ Yes ☐ No

E-mail address of student: ________________________________________________________

Sex: ☐ Female ☐ Male Birthdate: ________________ Are you a Veteran? ☐ Yes ☐ No

Religion Preference: ☐ A.M.E. ☐ Baptist ☐ Catholic ☐ Church of God ☐ Church of God in Christ ☐ Episcopal ☐ Methodist ☐ Muslim ☐ Pentecostal
☐ Seventh-Day Adventist ☐ United Church of Christ ☐ United Methodist ☐ Non-denominational/Inter-denominational ☐ Other ___________ ☐ No Preference

U.S. Citizen & Resident Alien

1. Is your Ethnic Origin Hispanic/Latino: ☐ Yes ☐ No

2. If not Hispanic/Latino please indicate one or more of the races below:
☐ American Indian/Alaska Native ☐ Asian ☐ Black or African American
☐ Native Hawaiian or Other Pacific Islander ☐ White ☐ Multi race (2 or more races)

Non-U.S. Citizen/International Students:

Country of birth/Nationality __________________________ Native Language __________________________

Visa Type: __________________________ Country of issue __________________________ Date of issue __________________________ ☐ I will need a student Visa

Did your parents attend college or are currently attending college? Father ☐ Yes ☐ No Mother ☐ Yes ☐ No

Are your parents college graduates? Father ☐ Yes ☐ No Mother ☐ Yes ☐ No

Names of relatives who have graduated from Bethune-Cookman University and year of graduation

_________________________________________ __________________________
_________________________________________ __________________________
_________________________________________ __________________________
_________________________________________ __________________________
_________________________________________ __________________________

Office of Admissions
640 Dr. Mary McLeod Bethune Boulevard
Daytona Beach, FL 32114-3099
www.bethune.cookman.edu

Application for Admission
Educational Information:

Anticipated Career: __________________________ Academic Area of Interest: __________________________ [ ] I am undecided about my major.

Schools I have attended:
Please list all secondary (high) schools you have attended. Begin with the most recent and indicate dates of attendance and anticipated date of graduation, or actual date of graduation. Attach additional paper if needed.

_____________________________________________________ from ____________________________ to ____________________________

Name of High School Guidance Counselor ________________________________________________

In lieu of high school graduation, I have been awarded the GED. Date awarded ____________________________

List all colleges attended, beginning with most recent:

_____________________________________________________ from ____________________________ to ____________________________

If you are NOT currently enrolled full-time in high school or college, please briefly state your activities, and if you are employed, give name of your employer, and position.

___________________________________________________________________________________________________________

___________________________________________________________________________________________________________

Test Information:

Have you taken the ACT or SAT? [ ] Yes [ ] No

Please provide the appropriate testing dates in the box to the right.

<table>
<thead>
<tr>
<th>Test</th>
<th>First Time</th>
<th>Second Time</th>
<th>Anticipated future test dates</th>
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</thead>
<tbody>
<tr>
<td></td>
<td>Date Taken</td>
<td>Score</td>
<td>Date Taken</td>
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<td>ACT</td>
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An official copy of your test results is required. To learn more about test dates and registration procedures, see your guidance counselor.

Family Information:

I live with my: [ ] father [ ] mother [ ] stepfather [ ] stepmother [ ] grandfather [ ] grandmother [ ] husband [ ] wife [ ] legal guardian [ ] other __________

Name: ____________________________________________________________________________

Address: __________________________________________________________________________

(Street) (City) (State) (Zip)

Father/Stepfather/Guardian/Husband:

Primary number (_____) ___________________ Cell number (_____) ___________________ E-mail address ___________________________________________________________________________

Mother/Stepmother/Guardian/Wife:

Primary number (_____) ___________________ Cell number (_____) ___________________ E-mail address ___________________________________________________________________________
**Personal Information:**

Have you ever been expelled or suspended from any school or college for disciplinary reasons?   □ Yes   □ No

Have you ever been arrested for, or convicted of, any criminal offense other than a traffic violation?   □ Yes   □ No

Have you ever been suspended because of academic deficiencies from an educational institution or from a particular program of study?   □ Yes   □ No

If you answered “yes” to any of these questions, please explain the circumstances.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

**Profile Information:**

**Academic Honors Earned.** Please briefly describe any scholastic honors, achievements, or distinctions you have received. Please list experiences following the eighth grade.

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

**Activities, Organizations, Interscholastic Athletics, Community Service.** Please list experiences following the eighth grade.

<table>
<thead>
<tr>
<th>Activity</th>
<th>Grade Level</th>
<th>Time Spent</th>
<th>Positions Held</th>
<th>Check if you plan to continue in college</th>
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<tbody>
<tr>
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<td>9 10 11 12</td>
<td>Coll. Hrs./Wk. Hrs./Wk.</td>
<td>Honors/Letter</td>
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**Work Experience:**

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

________________________________________________________________________________________

Please complete personal statements and certify your application by continuing on page 4.
**Personal Statement:**

What unique qualities or characteristics do you possess, and how will those characteristics allow you to contribute to the Bethune-Cookman University legacy?

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**Essay (Optional):**

The essay helps us become acquainted with you in ways different from courses, grades, and test scores. It allows you to demonstrate your ability to organize your thoughts and express yourself.

Please write a one page essay on ONE of the topics listed below.

Essay topics to choose from:

- Option 1. Evaluate a significant experience or achievement that has special meaning to you.
- Option 2. Identify a local or national social or political issue that concerns you, and describe action you have taken in your community to influence change.
- Option 3. Indicate a person who has had a significant influence on you and describe how that person has influenced who you are.
- Option 4. Topic of your choice.

To assure a prompt admission decision, your essay **must** be attached to this application. And, be sure to include your name and Social Security number on the essay.

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**Certification of Information:**

I certify that all the information I have given is true and complete to the best of my knowledge, and understand that falsification of information on this application will lead to denial of admission or dismissal from Bethune-Cookman University. I have enclosed a non-refundable $25 application fee and will request all academic credentials such as transcripts and test scores be sent immediately.

Applicant’s Signature ___________________________________________________________ Date __________________

Parent/Guardian’s Signature ______________________________________________________ Date __________________

*Not required for applicants 18 years of age or older at the time of application.*

**Send this application and application fee, and all other admission-related correspondence to:** The Office of Admissions, Bethune-Cookman University, 640 Dr. Mary McLeod Bethune Boulevard, Daytona Beach, Florida 32114-3099
Counselor’s Recommendation Form - Optional

(NOTE: If student is not currently attending high school, letters of recommendation may be sent.)

**Student Applicant:**

Complete this section of this recommendation form and give it to your high school counselor or college advisor.

Student’s Legal Full Name:__________________________________________________________________________________________

(First) (Middle) (Last) Social Security # _____________________________

Permanent Address: __________________________________________________________________________________________________________

(Number & Street) (Box) (Apt. #) (City) (State) (Zip)

Student’s Home telephone # (_________ ) ________________________________

Student’s Signature ______________________________________________________________________ Date ______________________

**Counselor or advisor of student applying to Bethune-Cookman University:**

Complete this section and mail it along with the student’s official transcript to the above address.

Name of Counselor ______________________________________________________________ Telephone # ________________________________

Name of School _______________________________________________________________________________________ CEEB Code # __________________

School Address: __________________________________________________________________________________________________________

(Street Address) (City) (State) (Zip)

This student ranks _________ in a class of __________. Current cumulative grade point average is _________ on a _________ point scale, based on _________ semesters.

This student is expected to meet all requirements and graduate _________

(Date)

Overall comments regarding this student and match with Bethune-Cookman University:

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

____________________________________________________________________________________________________________________

☐ Student is Recommended  ☐ Student is Not recommended  ☐ I prefer to discuss this personally; please call me.

Counselor’s Signature ______________________________________________________________________ Date ______________________

Counselor’s Telephone # ________________________________________________________________

(NOTE: If student is not currently attending high school, letters of recommendation may be sent.)