



APPLICATION FOR UNDERGRADUATE ADMISSIONS

Please include a \$50.00 application fee NO REFUND

UNAD FLORIDA., Admits students of any race color or ethnic group

Note: All payments made must be made to UNAD Florida, Inc. in a cashier check, credit card or money order

1. \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
U.S. Social Security Number

\_\_\_\_\_  
Last Name  
\_\_\_\_\_  
First Name

\_\_\_\_\_  
Middle Name  
\_\_\_\_\_  
Jr., III, etc.

3. This application is for enrollment as:  
 First time in college **freshman**.  
 Undergraduate **transfer**.  
 **Second** bachelor's degree.  
 Former degree-seeking student **returning** (no fee required).  
 Other: \_\_\_\_\_)

PLEASE, SEND  
A PASSPORT SIZE  
PICTURE

2. For which term, in which year, do you seek admission? Year \_\_\_\_\_  
 Jan \_\_\_\_\_ March \_\_\_\_\_ May \_\_\_\_\_ June \_\_\_\_\_ Aug \_\_\_\_\_ Sept \_\_\_\_\_ Oct \_\_\_\_\_

4. If your transcripts, test scores, etc. might arrive under any name(s) other than those listed above, enter here: \_\_\_\_\_

5. Country of Citizenship: \_\_\_\_\_

6. Date of birth: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Mo. Day Yr.

7.  Male  
 Female

8. If you wish to request special admission consideration based upon a disability, please check here.

9. **PRINT** your permanent address. All correspondence will be mailed to this address.  
 Street Address \_\_\_\_\_ Apt. No. \_\_\_\_\_ City \_\_\_\_\_  
 County (or Province) \_\_\_\_\_ State/Nation \_\_\_\_\_ Zip Code \_\_\_\_\_  
 (\_\_\_\_\_) (\_\_\_\_\_) (\_\_\_\_\_) \_\_\_\_\_  
 Telephone Number \_\_\_\_\_ Daytime Telephone \_\_\_\_\_ Fax \_\_\_\_\_  
 Email Address (This is a necessary field. It is the permanent contact with you) \_\_\_\_\_

10. In case of an **Emergency**, indicate the person you request the College to contact:  
 Last Name \_\_\_\_\_ First Name \_\_\_\_\_ M.I. \_\_\_\_\_  
 Street Address \_\_\_\_\_ Apt. No. \_\_\_\_\_ City \_\_\_\_\_ State/Nation \_\_\_\_\_  
 ZipCode \_\_\_\_\_ Email Address (if available) \_\_\_\_\_  
 (\_\_\_\_\_) (\_\_\_\_\_) \_\_\_\_\_  
 Telephone Number \_\_\_\_\_ Daytime Telephone Number \_\_\_\_\_

11. Race/National origin (please check only one). **Information for statistical purposes only (Optional):**  
 American Indian or Native Alaskan  
 Asian or Pacific Islander  
 Black (not of Hispanic origin)  
 Hispanic  
 White (not of Hispanic origin)

12. In which College/Major do you wish to enroll?  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

13. \_\_\_\_\_  
 High School Code \_\_\_\_\_ High School Name (Official transcript must be provided.)  
 Ask your counselor for the 6-digit CEEB Number.)  
 High School Graduation Date: \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_  
 Mo Year City State/Nation  
 If High School was completed by GED, enter year \_\_\_\_\_  
 (Official copy of test scores and official partial high school transcript required.)

14. An official transcript from each postsecondary school, college, or university you have attended must be provided.  
 Please list in chronological order every postsecondary institution (including dual enrollment) you have attended or will attend prior to entering UNAD Florida. (You must include schools even if you did not complete a degree) Include UNAD Florida if you attended previously. For multi-campus institutions, indicate the specific campus. **Failure to list all institutions could result in your application being denied or your admission being rescinded.** Use a separate sheet if necessary.

School	Dates of Attendance		Degree/Date				Credit Hours		
	From		To		Earned/Expected		Earned/Expected		
	Mo.	Yr.	Mo.	Yr.	Type	Mo.	Yr.	Number	Semester/Quarter
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____	_____	_____	_____

Enter dates of attendance (including present enrollment) and degrees earned or expected before attending this University. Include Associate Degrees, Bachelors Degrees, certificates or other diplomas.

Enter credits earned or expected from each institution attended.

**Failure to answer these questions will delay processing of your application.**

15. If your answer to any of the following is yes, you must submit a full statement of relevant facts on a separate sheet attached to this form. You may be required to furnish the College with copies of all official documentation explaining the final disposition of the proceedings.  
**a.  Yes  No** Are you currently or have you ever been, charged with or subject to disciplinary action for scholastic or any other type of misconduct at any educational institution?  
**b.  Yes  No** Have you ever been charged with a violation of the law which resulted in, or, if still pending, could result in, probation, community service, a jail sentence, the revocation or suspension of your driver's license (including traffic violations which resulted in a fine of or more)?  
*If your records have been expunged pursuant to applicable law, you are not required to answer yes to these questions. If you are unsure whether you should answer yes to 15a or 15b, we strongly suggest that you answer yes and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of an offer of admission.*

16. If you have taken or plan to take any of the tests below, enter the month and year. Official records of all test scores must be provided.

Test	1 <sup>st</sup> Time		2 <sup>nd</sup> Time		3 <sup>rd</sup> Time		4 <sup>th</sup> Time	
	Mo	Yr.	Mo	Yr.	Mo	Yr.	Mo	Yr.
ACT								
SAT								
TOEFL								
CLAST								

17. Have you completed your SUS for those whose native Language is not English? YES  NO   
 If yes, where?  High School  College  Other  
 If yes, please submit appropriate official transcripts.

18. Present High School/College Enrollment  
 a. If you are currently enrolled in a high school, college, or university, list all high school and college level courses that you are now taking or expect to complete before entering this college. Use a separate sheet if necessary. \_\_\_\_\_  
 b. If you are not currently enrolled and do not expect to complete any courses, check here.

I CERTIFY THAT the information given in this application is complete and accurate. I further understand that falsification or failure to supply the correct information may lead to the disqualification of my application or my admission to UNAD of Florida. In addition, I understand that concealment of any previous college/university attendance will cancel and nullify the processing of this application and acceptance to the College. I also accept full responsibility for any debts incurred.

Signature of applicant \_\_\_\_\_ Date \_\_\_\_\_/\_\_\_\_\_/\_\_\_\_\_



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## ADMISSIONS

### Non-Discrimination Policy

UNAD Florida admits students of any nationality, race, ethnicity, and religious creed to all rights, privileges, programs and activities generally accorded or made available to students. UNAD Florida does not discriminate on the basis of nationality, race, ethnicity, or religious creed in its educational policies, scholarship and loan programs, or any other program it administers.

### Admission Procedures

UNAD Florida strives to give all students the opportunity to acquire an education beyond high school. Admission to an undergraduate program is open to students with a high school diploma, GED recipients, and home education graduates who complete requirements in accordance with Florida statutes. Admission is also open to students transferring from another college or university.

In order to be admitted to an undergraduate course of study, prospective students must:

1. Request official academic transcripts from their high school, or, in the case of transfer students, from all their previous colleges or universities. Transcripts are to be mailed directly to UNAD Florida. Applicants are responsible for initiating the request(s) for transcripts, and for verifying that they are sent to UNAD Florida, Undergraduate Admissions, 2800 Weston Rd. Suite 203A. Weston, FL 33331 . USA prior to the start of the term for which they are admitted.
2. Submit an Application for Admission form. The completed form can be sent by email to [admissions@unad.us](mailto:admissions@unad.us), by fax to (954) 389-0506, or by regular mail to UNAD Florida, Undergraduate Admissions, 2800 Weston Rd. Suite 203A. Weston, FL 33331. USA
3. Pay \$50.00 application fee (non-refundable).

Upon admission, prospective students must:

1. Submit a completed and signed Enrollment Agreement.
2. Take UNAD Florida's English Placement Test to determine language proficiency. (The English Placement test is not a requirement for admission, but determines whether (i) the student can enroll in the required, for-credit class English Composition II (COM121), or (ii) the student needs to enroll in not-for-credit, preparatory English courses. For more on language requirements, see p. 12.)

Returning students who have not attended UNAD Florida for over one year must resubmit an Application to Admission form in order to update personal information to verify educational goals. If the student has attended another institution in the interim period, an official transcript must be submitted from that college or university. The applicant must be in good academic standing at the last college attended at the time of re-entry.



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### Transient Students

Transient students are students who are currently enrolled at another institution and have permission from that institution to take one or more classes at UNAD Florida. These students do not intend to transfer to or seek a degree or certificate at UNAD Florida. These students are required to present the following:

1. An Application for Admission form. The completed form can be sent by email to [admissions@unad.us](mailto:admissions@unad.us), by fax to (954) 389-0506, or by regular mail to UNAD Florida, Undergraduate Admissions, 2800 Weston Rd. Suite 203A. Weston Fl, 33331.
2. A letter from the home institution indicating that the student is in good academic standing and stating specific courses the student is being granted permission to take.
3. A \$50.00 application fee (non-refundable).

Transient students accept full responsibility for possessing or acquiring, by the time of enrollment, the knowledge and skills required for successfully completing their coursework at UNAD Florida.

Transient students are responsible for requesting that an official transcript be sent to their home institutions after completion of coursework at UNAD Florida.

#### Transferring to UNAD Florida from another Institution

UNAD Florida will accept credits approved by other recognized universities, following revision by the Academic Dean. In order to transfer credits from another institution, official transcripts and course descriptions must be submitted for review.

In order to obtain a degree from UNAD Florida, no less than 50% of the credits required for obtaining a degree in a given program must be taken at UNAD.

#### Transferring from UNAD Florida to another Institution

As of date, UNAD Florida is not an independently accredited institution. Therefore the acceptance of the transfer of credit to another college or university is at the discretion of the transferring school.