



**TRANSYLVANIA**  
**UNIVERSITY**

Application  
for Admission  
and Scholarships

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**2018–19**

**W**e are pleased that you are applying for admission to Transylvania! We believe you will be impressed with the high quality educational opportunities available here, as well as the personal attention our faculty and staff provide.

Submission of this application and related materials is all that is necessary for you to be considered for **admission and most merit-based scholarships** at Transylvania. The deadline for submitting your application varies with the scholarships for which you wish to be considered (*see page 3*). We encourage you to **apply as early as possible** in the fall of your senior year.

If you wish to be considered for state and/or federal need-based financial aid, you must also complete a Free Application for Federal Student Aid (FAFSA). Although Transylvania does not consider financial need as a factor for admission or merit scholarships, we do encourage families to file the FAFSA (*see page 4*).

Please contact us if you have any questions regarding the admissions and financial aid process. Our staff is always happy to help. Office hours are Monday through Friday, 8:30 a.m. to 5 p.m. Eastern Time.

**Office of Admissions**

Transylvania University  
300 North Broadway  
Lexington, KY 40508-1797  
(800) 872-6798 or (859) 233-8242  
Email: [admissions@transy.edu](mailto:admissions@transy.edu)

**Office of Financial Aid**

Transylvania University  
300 North Broadway  
Lexington, KY 40508-1797  
(800) 872-6798 or (859) 233-8239  
Email: [financialaid@transy.edu](mailto:financialaid@transy.edu)

[www.transy.edu](http://www.transy.edu)

*Transylvania University admits students regardless of race, color, religion, sex, national origin, age, disability, sexual orientation, or any other classification protected by federal or state law or local ordinance.*

# Admissions Deadlines for the 2018–19 Academic Year \_\_\_\_\_

*Transylvania honors the postmark for all of our admissions deadlines.*

## For first-time students

### **October 15—Early Action I**

### **November 15—Early Action II**

Students who wish to be considered for the Premier Scholarship Program (Young, Kenan, and Trustee scholarships) must apply by either of the Early Action deadlines. These competitive awards are based on information submitted on the application, including test scores, grades, extracurricular and community involvement, recommendations, and the admissions essay. The Office of Admissions will notify finalists for the Premier Scholarship Program by mail in mid-December. Finalists will be required to complete an on-campus interview.

### **February 1—Regular Decision and Scholarship Deadline**

Students who apply by February 1 will be considered for all Transylvania merit-based scholarships except the Young, Kenan, and Trustee. Candidates who apply by February 1 will be notified of their admission decisions and scholarships by March 1. Governor's Scholars, Governor's School for the Arts, and Governor's School of Entrepreneur participants must submit their applications by February 1 in order to be eligible for those scholarships. Students interested in Fine Arts auditions and scholarships should apply before February 1.

### **After February 1**

Applications received after February 1 will be considered on a *space-available* basis.

### **May 1—Candidate's Reply Date**

All applicants who are admitted to Transylvania for the fall term, either through Early Action or Regular Decision, have until May 1 to declare their intent to enroll. Students who wish to enroll must submit a \$250 enrollment deposit in order to reserve their spot in the class.

## For transfer students

### **August 1—Transfer Admission Deadline**

Transfer students who wish to be considered for fall term admission should submit their applications by August 1.

# Application Instructions

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## First-time Students

- Admissions application form**, including one essay option from page 8.
- Official high school transcript**– Ask your high school guidance counselor to mail your transcript with the Counselor's Evaluation and Recommendation.
- ACT and/or SAT scores**– Transylvania will accept official score reports from the testing organizations, ACT and/or SAT scores reflected on your official high school transcript, or copies of your ACT and/or SAT score reports included with the Counselor's Evaluation and Recommendation.
  - Counselor's Evaluation and Recommendation**– Your high school guidance counselor should complete the Counselor's Evaluation and Recommendation (pages 11-12 of this application packet) and mail it to the Office of Admissions. This form may be mailed separately from your application.
  - Teacher's Evaluation and Recommendation**– Ask a teacher from your junior or senior year to complete the Teacher's Evaluation and Recommendation (pages 9-10 of this application packet) and mail it to the Office of Admissions. This form may be mailed separately from your application.
- Official college transcripts (if applicable)**– If you have taken college or university courses during high school, have an official copy of your transcripts forwarded to the Office of Admissions.

### **Applying under the Test Optional Policy ([www.transy.edu/admissions/test-optional](http://www.transy.edu/admissions/test-optional)):**

Transylvania University has adopted a Test Optional policy for the admissions and scholarship process. You can choose whether or not to submit your ACT or SAT test scores as a part of your application. If you choose to submit your test scores, follow all of the above instructions.

If you choose not to submit your test scores, please follow these additional instructions:

- Complete the application as you would normally.
- Make sure to ask your guidance or college counselor AND a teacher to submit a recommendation.
- Answer **one** of the additional essay questions highlighted on the application as **Test Optional Essay Questions**.
- Contact the admissions office to schedule an on-campus interview.

### **Considerations for home-schooled students:**

- Provide a detailed transcript of courses taken beginning with the ninth grade.
- You must submit both evaluation forms to the Office of Admissions. If your parent is your primary educator, he/she should fill out the Counselor Evaluation and you should ask someone from the community to complete the Teacher Evaluation. If you are a member of a home school consortium, the director of the program may submit the Counselor Evaluation and your parent or primary educator may complete the Teacher Evaluation form.

## Transfer Students

- Admissions application form**, including one essay option from page 8.
- Official final high school transcript**– Ask your high school guidance counselor to send your final high school transcript to the Office of Admissions.
- Official college transcripts**– Ask the registrar at each college or university you have attended to send your official transcripts to the Office of Admissions.
- ACT and/or SAT scores**– Transylvania will accept official score reports from the testing organizations, ACT and/or SAT scores reflected on your official high school transcript, or copies of your ACT and/or SAT score reports.
- One Evaluation or Recommendation form**– Ask an individual closely acquainted with your academic work to submit the Teacher's or Professor's Evaluation and Recommendation form and mail it to the Office of Admissions. Suggested recommenders include:
  - College professor/instructor
  - College academic advisor
  - High school teacher who taught you within the last two years
  - High school counselor (if you graduated from high school within the past year). The high school counselor should complete the Counselor's Evaluation and Recommendation form.

## International Students

International students should follow the guidelines above for either first-time or transfer students with the following considerations:

- Your secondary school transcripts must be translated into English with a grading scale attached.
- You must submit official ACT, SAT, or TOEFL scores. We will use scores from any one of these three exams for admissions consideration.

## Financial Aid Applicants

File the Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) as soon as possible after October 1. Because some financial aid funds are limited it is recommended that you file the FAFSA by December 1. Remember to list Transylvania (code #001987) on the FAFSA so that it is sent to us.

# TRANSYLVANIA UNIVERSITY

## APPLICATION FOR ADMISSION AND SCHOLARSHIPS

<b>For Office Use</b>	
D	_____
I F N	_____
C	_____
F T I \$	_____
FA	DOC _____
ALU	LG _____

Please type or print in ink.

### ENTRANCE INFORMATION

- Plan to Enter:**  Winter Term (January) 2018  Fall Term (August) 2018  Winter Term (January) 2019  
**Applying as:**  First-time Student  Transfer Student  
**Applying for:**  Early Action I (October 15)  Early Action II (December 1)  Regular Decision (February 1)  
**Classification:**  Full-time  Part-time  
**Housing Plans:**  Will live in residence hall  Will live with parent(s) or legal guardian(s)  Will live off campus (At least 21 or married)

Possible major \_\_\_\_\_  Undecided  
 Possible career or professional plans \_\_\_\_\_  Undecided  
 I plan to apply for need-based financial aid.  Yes  No

### PERSONAL INFORMATION

- Mr. \_\_\_\_\_ Preferred Name \_\_\_\_\_  
 Ms. \_\_\_\_\_  
 Home Address (Street) \_\_\_\_\_  
 City \_\_\_\_\_ County \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_  
 Home Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Cell Phone ( \_\_\_\_\_ ) \_\_\_\_\_ Email Address \_\_\_\_\_  
 IM Address \_\_\_\_\_ Social Security Number \_\_\_\_\_ Birthdate \_\_\_\_\_  
 Are you a U.S. citizen?  Yes  No If not, are you a permanent resident?  Yes  No Country of citizenship if not U.S.A. \_\_\_\_\_  
 (Optional) Are you Hispanic/Latino?  Yes, Hispanic or Latino (including Spain)  No  
 (Optional) Regardless of your answer to the prior question, please select one or more of the following that best describes you:  
 American Indian or Alaska Native (including all Original People of the Americas)  Asian (including Indian subcontinent and Phillippines)  
 Black or African American (including Africa and Caribbean)  Native Hawaiian or Other Pacific Islander (Original peoples)  
 White (including Middle Eastern)

### FAMILY INFORMATION (List address if different from yours)

- |   |   |
|---|---|
| <b>Mother/Stepmother/Legal Guardian</b> <input type="checkbox"/> Mrs. <input type="checkbox"/> Ms. <input type="checkbox"/> Dr. | <b>Father/Stepfather/Legal Guardian</b> <input type="checkbox"/> Mr. <input type="checkbox"/> Dr. |
| First _____ Middle _____ Last Name _____  | First _____ Middle _____ Last Name _____  |
| Home Address _____  | Home Address _____  |
| Daytime Phone ( _____ ) _____   | Daytime Phone ( _____ ) _____   |
| E-mail _____  | E-mail _____  |
| Occupation _____  | Occupation _____  |
| Name of Employer _____  | Name of Employer _____  |
| College (if any) _____ Degree _____ Year _____  | College (if any) _____ Degree _____ Year _____  |
| Graduate School (if any) _____ Degree _____ Year _____  | Graduate School (if any) _____ Degree _____ Year _____  |
- Parents' marital status:  Never married  Married  Widowed  Separated  Divorced (date \_\_\_\_\_)

With whom do you make your permanent home?  Mother  Father  Both  Other \_\_\_\_\_

Please give names and ages of your brothers and sisters. If they have attended college, give the names of the institutions attended, degrees, and approximate dates. If more than two siblings, you may list them on an attached sheet.

Name/Relationship	Institutions Attended	Degree(s)	Dates

Please list any extended family members (aunts, uncles, cousins, etc.) who are currently attending or who previously attended Transylvania.

Relationship _____	Years Attended _____	—
Relationship _____	Years Attended _____	—

## HIGH SCHOOL INFORMATION

High School \_\_\_\_\_ County \_\_\_\_\_ Graduation Year \_\_\_\_\_

School Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_\_ Zip Code \_\_\_\_\_

Counselor's Name \_\_\_\_\_ Counselor's Telephone ( \_\_\_\_\_ ) \_\_\_\_\_

Your Cumulative GPA \_\_\_\_\_ Do you board at your high school?  Yes  No Should we correspond with you there?  Yes  No

Are you enrolled in the International Baccalaureate (IB) diploma Programme (DP) at your school?  Yes  No

## TEST INFORMATION

Do you plan to submit your ACT or SAT test scores as a part of your application?  Yes  No

### ACT

Date taken	English	Math	Reading	Science	Composite	Date taken/	English	Math	Reading	Science	Composite

### SAT

Date taken	Verbal/Critical Reading	Math	Writing	Date taken/	Verbal/Critical Reading	Math	Writing

Do you plan to retake the  ACT or  SAT? Date to be taken \_\_\_\_\_

## INTEREST IN TRANSYLVANIA

How did you first learn of Transylvania University?  High School Counselor  Admissions Counselor  Admissions email

Admissions Mailing  Church  Friend  Current Student  Parent  Media  World Wide Web

Alumna/Alumnus (*List name(s).*) \_\_\_\_\_

Other (*Please specify.*) \_\_\_\_\_

Have you visited Transylvania?  Yes  No If so, date of visit \_\_\_\_\_

Have you attended any of Transylvania's summer programs? Check all that apply.  Science and Technology Camp  Academic/Computer Camp

Basketball Camp  All-Sports Camp  Academic Camp for Appalachian Students  Counselor-in-Training Camp

To what other colleges and universities do you plan to apply? \_\_\_\_\_

## HONORS

High school academic honors:  National Merit Finalist  National Merit Semifinalist  Kentucky Governor's Scholar  YMCA Black Achievers Program

Kentucky Governor's School for Entrepreneurs  Kentucky Governor's School for the Arts  Hugh O'Brian Leadership Conference  Central Kentucky Youth Orchestra

## RELIGIOUS AFFILIATION (Optional)

Transylvania is affiliated with the Christian Church (Disciples of Christ). Are you a member of the DOC church?  Yes  No

If so, what church do you attend? \_\_\_\_\_

If not a DOC member, what is your religious affiliation, if any? \_\_\_\_\_

## PREVIOUS COLLEGE EXPERIENCE (If applicable)

If you are transferring from another college or university or if you are a high school student who has taken college courses, please complete the following and have the registrar's office at each college you attended send a copy of your official transcript to Transylvania University, Office of Admissions, 300 North Broadway, Lexington, KY 40508-1797.

List all colleges/universities at which you have taken courses for credit, starting with the most recent. Attach additional sheets if necessary. Please have an official transcript sent from each institution as soon as possible.

Name of College/University	Location (City, State, Zip)	Dates Attended	Degrees Earned
_____	_____	_____	_____
_____	_____	_____	_____

**EXTRACURRICULAR, PERSONAL, AND VOLUNTEER ACTIVITIES**

In order of their importance to you, list organizations and activities in which you have participated during high school. You may include, for example, academic organizations or activities, sports, extracurricular activities, summer study, travel, and church and civic activities. Attach an additional sheet if necessary.

Activity	Grades Involved	Hours/week	Weeks/year	Positions held, honors won, or letters earned
	9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>			
	9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>			
	9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>			
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	9 <input type="checkbox"/> 10 <input type="checkbox"/> 11 <input type="checkbox"/> 12 <input type="checkbox"/>			

**ACADEMIC HONORS**

Briefly list or describe any academic honors you have won since the ninth grade.

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**WORK EXPERIENCE**

Please list jobs you have held during the past three years (including summer employment).

Type of work	Employer	Dates	# of hours/week

## COLLEGIATE ACTIVITIES

Please indicate activities in which you wish to participate at Transylvania.

### Visual and Performing Arts

Instrumental Music

Musical Instrument(s):

\_\_\_\_\_

\_\_\_\_\_

Vocal Music

Vocal Part: \_\_\_\_\_

Drama

Studio Art

### Varsity Sports

Baseball (men)

Basketball (men/women)

Cross Country (men/women)

Field Hockey (women)

Golf (men/women)

Lacrosse (men/women)

Soccer (men/women)

Softball (women)

Swimming and Diving (men/women)

Tennis (men/women)

Track and Field (men/women)

Volleyball (women)

### Other Activities

Air Force Reserve Officer Training Corps (ROTC)

Army Reserve Officer Training Corps (ROTC)

Cheerleading (men/women)

Community service

Dance Team (women)

Diversity Clubs

Equestrian (men/women)

Fraternity/sorority

Student government

Student newspaper

Student radio station

Student religious organizations

### Auditions/Portfolio submissions

Check if you are interested in:  Auditioning for a music scholarship  Auditioning for a theater scholarship  Submitting a portfolio for an art scholarship

## STUDENT ESSAY To be completed by all applicants

The student essay helps the Admissions Committee become acquainted with you as an individual in ways different from your academic credentials, involvement, and other objective information. The essay also is evaluated as part of the Premier Scholarship Program application. On separate paper, type an essay of approximately two pages double-spaced, on **one** of the topics listed below:

- A) If given the opportunity to spend time as a fictional character, whom would you choose and why?
- B) Describe a character in fiction, a historical figure, or a creative work (as in art, music, science, etc.) that has made a significant impact on you and why.
- C) Evaluate a significant experience, achievement, risk you have taken, or ethical dilemma you have faced, and its impact on you.

## TEST OPTIONAL ESSAY QUESTIONS

If you will not be submitting ACT or SAT test scores as a part of your application, we ask that you answer at least one of the questions in an essay-type format. Choose from the questions below, or upload a graded paper from one of your high school classes. **Your response should be at least 250 words.**

- 1) How did you hear about Transylvania University and what about this institution makes it a potentially good fit for you?
- 2) Indicate a person who has had a significant influence on you and describe that influence.
- 3) Discuss the value and importance of community service in our society and describe the service projects in which you have been involved.
- 4) Choose your own topic.
- 5) Choose a graded paper.

## STUDENT AGREEMENT

In signing this application, I certify that the information supplied is true and complete. Any falsification or omission may be grounds for cancellation of admission or enrollment. If I am accepted for admission and enroll as a student at Transylvania University, I agree to abide by the rules and regulations of the university. By completing this application, I understand that I will be considered for all academic and/or designated scholarships for which I may qualify.

Student's Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent's Signature \_\_\_\_\_ Date \_\_\_\_\_  
(If you are under age 18)





**THIS SECTION TO BE COMPLETED BY STUDENT**

After completing this section, ask a teacher or professor who has taught you in an academic subject in the last two years to complete the bottom part of this form and mail it to the Office of Admissions by the appropriate deadline.

Student's Full Name	Student's Social Security Number	Student's Home Phone	
Student's Street Address	City	State	Zip
Name of High School or College/University	City	State	Zip

**Student Waiver**

I waive my right to future access to this document.     I do not waive my right to future access to this document.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**THIS SECTION TO BE COMPLETED BY RECOMMENDER**

This form will be used for both admission and scholarship decisions.

How long have you known this student? \_\_\_\_\_

In what class(es) did you teach this student? \_\_\_\_\_

What grade(s) did this student earn in your class(es)? \_\_\_\_\_

Do you know this student in a capacity outside of the classroom?     Yes     No

If yes, please explain. \_\_\_\_\_

What are the first words that come to your mind to describe this student? \_\_\_\_\_

Complete the evaluation below and write a letter of recommendation for the applicant. Base your evaluation on a comparison of this student with *all other students you have known*. If you are not qualified to rank the student on a characteristic, indicate that in the appropriate column.

Characteristics	Top 5%	Top 10%	Top 25%	Top 50%	Below Average	No Opportunity to Observe
Oral Expression						
Written Expression						
Maturity						
Dependability						
Integrity						
Perseverance						
Initiative						
Overall Evaluation						

(Continued on back)

**LETTER OF RECOMMENDATION**

You may write your letter in this space or attach it to this form. Your evaluation of this student will be very important in helping us determine whether to offer this student admission and to consider him or her for scholarships. We are particularly interested in the candidate's intellectual promise, enthusiasm, special talents, and performance in the classroom. Please call us if you have any questions at (800) 872-6798 or (859) 233-8242 or send email to admissions@transy.edu.

I highly recommend this student.

I recommend this student.

I recommend *with reservation*.

I do not recommend.

Mr.  Mrs.

Ms.  Dr. \_\_\_\_\_ Title \_\_\_\_\_

School Name and Address \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Office Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Signature \_\_\_\_\_ Email \_\_\_\_\_

**Return to:** Transylvania University, Office of Admissions, 300 North Broadway, Lexington, KY 40508-1797



**THIS SECTION TO BE COMPLETED BY STUDENT**

After completing this section, ask your guidance counselor to complete the bottom part of this form and mail it to the Office of Admissions by the appropriate deadline.

Student's Full Name _____	Student's Social Security Number _____	Student's Home Phone _____	
Student's Street Address _____	City _____	State _____	Zip _____
Name of High School or College/University _____	City _____	State _____	Zip _____

**Student Waiver**

I waive my right to future access to this document.     I do not waive my right to future access to this document.

Signature \_\_\_\_\_ Date \_\_\_\_\_

**THIS SECTION TO BE COMPLETED BY RECOMMENDER**

This form will be used for both admission and scholarship decisions. Please send your letter of recommendation along with this form, a copy of the student's current high school transcript, and a school profile to our Office of Admissions.

How long have you worked with this student? \_\_\_\_\_

Do you know this student in a capacity outside of your duties as counselor?  Yes  No If yes, please explain. \_\_\_\_\_

Student's cumulative grade point average is \_\_\_\_\_ (weighted) \_\_\_\_\_ (unweighted) as of \_\_\_\_\_ on a \_\_\_\_\_ point scale.

Does your school give weight to the following courses:

Advanced Placement (AP) _____ yes _____ no	International Baccalaureate (IB) _____ yes _____ no
Honors _____ yes _____ no	Other _____ yes _____ no
Advanced _____ yes _____ no	

Please list your school's grading scale if it is not reflected on the transcript:

A \_\_\_\_\_ B \_\_\_\_\_ C \_\_\_\_\_ D \_\_\_\_\_ F \_\_\_\_\_

Are courses currently taken on a block schedule? \_\_\_\_\_ yes \_\_\_\_\_ no

Student's rank in class is \_\_\_\_\_ out of \_\_\_\_\_ students as of (date) \_\_\_\_\_. The rank is  weighted  unweighted

How many students share this rank? \_\_\_\_\_

What percentage of a typical graduating class at your school attends a four-year college? \_\_\_\_\_ A two-year college? \_\_\_\_\_

Compared with that of other college preparatory students at your school, this student's course selection is:

most demanding     very demanding     demanding     average     less than demanding

What courses does this student have in progress?

_____	_____
_____	_____
_____	_____
_____	_____

What are the first words that come to your mind to describe this student? \_\_\_\_\_

\_\_\_\_\_

*(Continued on back)*

**LETTER OF RECOMMENDATION**

You may write your letter in this space or attach it to this form. Your evaluation of this student will be very important in helping us determine whether to offer this student admission and to consider him or her for scholarships. We are particularly interested in the candidate's intellectual promise, enthusiasm, special talents, and performance in the classroom. Please call us if you have any questions at (800) 872-6798 or (859) 233-8242 or send email to admissions@transy.edu.

I highly recommend this student.

I recommend this student.

I recommend *with reservation*.

I do not recommend.

Mr.  Mrs.

Ms.  Dr. \_\_\_\_\_ Title \_\_\_\_\_

School Name and Address \_\_\_\_\_

Street \_\_\_\_\_ City \_\_\_\_\_

State \_\_\_\_\_ Zip Code \_\_\_\_\_ Office Phone ( \_\_\_\_\_ ) \_\_\_\_\_

Signature \_\_\_\_\_ E-mail \_\_\_\_\_

**Return to:** Transylvania University, Office of Admissions, 300 North Broadway, Lexington, KY 40508-1797