First-time, First-Year Applicants

Admission to Monmouth is based upon many factors. Recognizing that each student is different, Monmouth makes every attempt to ensure that its selection process is as fair to each student as possible. The admission process is need-blind, i.e., a family’s ability to pay for college is not considered.

Admission to the University is at the discretion of the Admission Committee under the guidance and supervision of the Director of Undergraduate Admission. The applicant pool for fall admission changes each year; admission guidelines are established based upon the applicant pool and strategic objectives of the University. Factors considered in the application review process include the high school transcript with focus on cumulative grade point average and rigor of course work, standardized test scores, activities/work experience, community service, and leadership roles. The Committee reserves the right to make admission exceptions on the basis of the student’s overall application and potential for success at Monmouth University.

Admission Requirements

A candidate for admission is required to: (1) be a graduate of an accredited secondary school or the equivalent; (2) have completed sixteen (16) Carnegie units to include the following: four units of English, three units of mathematics, two units of social studies, two units of science, and five additional units of academic electives chosen from the following areas: English, social science, science, humanities, foreign languages, and mathematics; and (3) satisfy the University’s requirements for grade point average and standardized test scores (SAT or ACT).

The application deadlines for first-time, full-time students are as follows:

The application deadline for early action is December 1. Early action is a nonbinding program geared toward students who meet the overall criteria for admission and have a strong desire to enroll at Monmouth. Early action candidates will be notified of an admission decision by January 15. Applicants may be offered admission, denied admission, or returned to the regular applicant pool for further consideration.

The application deadline for regular decision is March 1. This is the final application deadline for first-time, full-time students. Students who wish to apply for regular admission may file their credentials any time after the start term of their senior year. Applications received after the March 1 deadline will be considered on a space-available basis. Regular decision candidates who complete an application by March 1 will be notified of an admission decision by April 1.
Enrollment deposits are required of all undergraduate students who are accepting offers of admission to the University. For more than a decade, all available seats for the fall semester for full-time, first-year students have been claimed, through the submission of an enrollment deposit, by May 1, the National Candidates’ Reply Date. Therefore, full-time, first-year students should submit the enrollment deposit as soon as possible.

First-year students may also apply for spring semester admission; the deadline for spring semester applications is December 1. First-year, full-time students who are entering in the spring semester should also submit the enrollment deposit as soon as possible in order to confirm intention to enroll.

Part-time and Transfer students:
The application deadline for the fall semester is July 15. The application deadline for the spring semester is December 1.

Adult students (24 years of age or older):
The application deadline for the fall semester is July 15. The application deadline for the spring semester is December 1.

An enrollment deposit is not required for part-time students; however, students must return an enrollment confirmation form to indicate the intent to enroll.

Admission Procedures
1. The Application for Admission must be completed in full, signed, and returned to the Office of Admission Processing. To obtain an application for admission, contact the Office of Admission Processing at 800-543-9671 or apply online at http://www.monmouth.edu/apply. A nonrefundable application fee is required.
2. The secondary school of the applicant must forward an official transcript to the Office of Admission Processing.
3. Official SAT or ACT score reports must be submitted. Test results may be either included on the official transcript provided by the applicant’s secondary school or may be forwarded to Monmouth directly by the testing service. Monmouth University’s code number for the SAT is 002416. The ACT code is 2571.
4. High school students are encouraged to complete the SAT or ACT with writing section no later than the fall term of their senior year.
5. Applicants who have satisfactorily completed the General Education Development (GED) test in lieu of high school graduation should request that an official score report be sent directly to the Monmouth University Office of Admission Processing. The scores can be obtained by calling the New Jersey Department of Education’s GED Program’s automated system at 609-777-1050.
6. All matriculating undergraduate students must complete the required medical forms prior to registration. Medical forms will be forwarded to students after the enrollment deposit is received by the University for completion by their physician. All required immunizations must meet current University policies.

Credit Accumulation
• Advanced Standing
Monmouth University grants college credit (Advanced Standing) for secondary school courses that have been validated by the Advanced Placement Examination Board. In most cases, credit is awarded for Monmouth University course equivalents of the subject matter covered by the examination when the AP examination scores are 3, 4, or 5. See the Advanced Placement Exams chart on the page that follows for specific Monmouth equivalencies.

Monmouth University accepts International Baccalaureate (IB) Diploma Program Credit based on Higher Level examination achievement. Scores of a 5, 6, or 7 must be earned in order to receive credit for the IB. International Baccalaureate courses are graded on a scale of 1 (minimum) to 7 (maximum). Official IB transcripts should be forwarded to the Office of Undergraduate Admission for official evaluation. Monmouth does not grant IB credits for subjects taken at the Standard Level.

Students will be given credit in specific subject areas on a course-by-course basis; credit policies will be determined by the academic department in which the credit will be transferred. Please refer to the chart that follows for a list of accepted IB course work.
<table>
<thead>
<tr>
<th>AP EXAM</th>
<th>AP Score</th>
<th>Monmouth Credit Awarded for</th>
<th>Credits</th>
</tr>
</thead>
<tbody>
<tr>
<td>Art-Drawing Portfolio</td>
<td>4, 5</td>
<td>AR-191</td>
<td>3</td>
</tr>
<tr>
<td>Art-Gen Portfolio</td>
<td>4, 5</td>
<td>AR-001</td>
<td>3</td>
</tr>
<tr>
<td>Art-Gen Portfolio</td>
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<td>Apply to Department</td>
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</tr>
<tr>
<td>Art-History of</td>
<td>4, 5</td>
<td>AR-241</td>
<td>3</td>
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<td>Art-Studio Art 2-3-d Port.</td>
<td>3, 4, 5</td>
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<tr>
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<td>BY-104</td>
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<td>4, 5</td>
<td>BY-110</td>
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<tr>
<td>Calculus AB</td>
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<tr>
<td>Calculus AB</td>
<td>4, 5</td>
<td>MA-125</td>
<td>4</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>3</td>
<td>MA-125</td>
<td>4</td>
</tr>
<tr>
<td>Calculus BC</td>
<td>4, 5</td>
<td>MA-125 and MA-126</td>
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<td>Chemistry</td>
<td>3</td>
<td>CE-101</td>
<td>3</td>
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<td>Chemistry</td>
<td>4, 5</td>
<td>CE-111/CE111L</td>
<td>4</td>
</tr>
<tr>
<td>Chinese</td>
<td>3</td>
<td>FO-002</td>
<td>3</td>
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<tr>
<td>Chinese</td>
<td>4, 5</td>
<td>FO-002</td>
<td>6</td>
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<tr>
<td>Computer Science A Exam</td>
<td>4, 5</td>
<td>CS175</td>
<td>4</td>
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<td>Environmental Science</td>
<td>3, 4, 5</td>
<td>BY-220</td>
<td>3</td>
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<td>European History</td>
<td>3, 4, 5</td>
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<td>French</td>
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<td>FF-201</td>
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<td>French</td>
<td>4, 5</td>
<td>FF-201 and FF-202</td>
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<td>French Literature</td>
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<td>FF-301</td>
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<td>German</td>
<td>4, 5</td>
<td>FG-201 and FG-202</td>
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<td>Human Geography</td>
<td>3, 4, 5</td>
<td>GO-101</td>
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<td>4, 5</td>
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<tr>
<td>Language &amp; Comp</td>
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<td>Latin</td>
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<tr>
<td>Literature &amp; Comp</td>
<td>4, 5</td>
<td>EN-202</td>
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<td>Macroeconomics</td>
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<td>BE-202</td>
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<td>Microeconomics</td>
<td>3, 4, 5</td>
<td>BE-201</td>
<td>3</td>
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<td>Music Theory</td>
<td>4, 5</td>
<td>MU221</td>
<td>3</td>
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<td>Physics B</td>
<td>3</td>
<td>PH-101</td>
<td>3</td>
</tr>
<tr>
<td>Physics B</td>
<td>4, 5</td>
<td>PH-105 and PH-105L</td>
<td>4</td>
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<tr>
<td>Physics C Mech</td>
<td>3</td>
<td>PH-101</td>
<td>3</td>
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<tr>
<td>Physics C Mech</td>
<td>4, 5</td>
<td>PH-211 and PH-211L</td>
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<td>Physics C E &amp; M</td>
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<td>PH-101</td>
<td>3</td>
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<tr>
<td>Physics C E &amp; M</td>
<td>4, 5</td>
<td>PH-212 and PH-212L</td>
<td>5</td>
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<td>PS Amer. Govt.</td>
<td>3, 4, 5</td>
<td>PS-103</td>
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<td>PS Comp European Govts.</td>
<td>3, 4, 5</td>
<td>PS-101</td>
<td>3</td>
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<td>Psychology</td>
<td>4, 5</td>
<td>PY-103</td>
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<td>Spanish</td>
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<td>FS-201</td>
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<tr>
<td>Spanish</td>
<td>4, 5</td>
<td>FS-201 and FS-202</td>
<td>6</td>
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<tr>
<td>Spanish Literature</td>
<td>4, 5</td>
<td>FS-301</td>
<td>3</td>
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<tr>
<td>Statistics</td>
<td>3, 4, 5</td>
<td>MA-151 or CJ-211</td>
<td>3</td>
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<tr>
<td>U.S. History</td>
<td>3, 4, 5</td>
<td>HS-104</td>
<td>3</td>
</tr>
<tr>
<td>World History</td>
<td>3, 4, 5</td>
<td>HS-101 or HS-102</td>
<td>3</td>
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# International Baccalaureate Credit Acceptance

<table>
<thead>
<tr>
<th>Subject</th>
<th>IB Level/Score</th>
<th>Course Equivalent</th>
<th>Credits</th>
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</thead>
<tbody>
<tr>
<td><strong>Best Language</strong></td>
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<td></td>
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</tr>
<tr>
<td>English:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>EN201 or EN202 (a)</td>
<td>3 credits</td>
</tr>
<tr>
<td><strong>Second Language</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Languages:</td>
<td>Higher Level (HL) 5</td>
<td>F_ 201 &amp; 202 (b)</td>
<td>6 credits</td>
</tr>
<tr>
<td></td>
<td>Higher Level (HL) 6 or 7</td>
<td>F_ 201, 202 (b) and 300A or 300B</td>
<td>9 credits</td>
</tr>
<tr>
<td><strong>Individuals and Societies</strong></td>
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<td></td>
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</tr>
<tr>
<td>Business &amp; Management:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>BM250</td>
<td>3 credits</td>
</tr>
<tr>
<td>Geography:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>GO101</td>
<td>3 credits</td>
</tr>
<tr>
<td>Economics:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>BE200</td>
<td>3 credits</td>
</tr>
<tr>
<td>History:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>HS102 (c)</td>
<td>3 credits</td>
</tr>
<tr>
<td>Islamic History:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>HS102 (c)</td>
<td>3 credits</td>
</tr>
<tr>
<td>Information Technology:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>IT100</td>
<td>3 credits</td>
</tr>
<tr>
<td>Philosophy:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>PL001 Philosophy free elective (d)</td>
<td>3 credits</td>
</tr>
<tr>
<td>Psychology:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>PY103</td>
<td>3 credits</td>
</tr>
<tr>
<td>Anthropology:</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>AN103</td>
<td>3 credits</td>
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<tr>
<td><strong>Experimental Sciences</strong></td>
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<td></td>
<td></td>
</tr>
<tr>
<td>Biology:</td>
<td>Higher Level (HL) 5</td>
<td>BY104</td>
<td>3 credits</td>
</tr>
<tr>
<td></td>
<td>Higher Level (HL) 6 or 7</td>
<td>BY110 &amp; BY111</td>
<td>8 credits</td>
</tr>
<tr>
<td>Chemistry:</td>
<td>Higher Level (HL) 5 or 6</td>
<td>CE101</td>
<td>3 credits</td>
</tr>
<tr>
<td></td>
<td>Higher Level (HL) 7</td>
<td>CE111 &amp; CE111L</td>
<td>4 credits</td>
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<tr>
<td>Physics:</td>
<td>Higher Level (HL) 5</td>
<td>PH101</td>
<td>3 credits</td>
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<tr>
<td></td>
<td>Higher Level (HL) 6 or 7</td>
<td>PH105 &amp; PH105L</td>
<td>4 credits</td>
</tr>
<tr>
<td>Environmental Systems:</td>
<td>Higher Level (HL) 5</td>
<td>BY 103</td>
<td>3 credits</td>
</tr>
<tr>
<td></td>
<td>Higher Level (HL) 6 or 7</td>
<td>BY109 &amp; BY220</td>
<td>7 credits</td>
</tr>
<tr>
<td><strong>Mathematics and Computer Science</strong></td>
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</tr>
<tr>
<td>Mathematics</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>MA001 Mathematics free elective (c)</td>
<td>3 credits</td>
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<tr>
<td>Computer Science</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>CS175</td>
<td>4 credits</td>
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<tr>
<td><strong>The Arts</strong></td>
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<tr>
<td>Visual Arts</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>AR001 Arts free elective (d)</td>
<td>3 credits</td>
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<tr>
<td>Music</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>MU001 Music free elective (d)</td>
<td>3 credits</td>
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<tr>
<td>Theatre Arts</td>
<td>Higher Level (HL) 5, 6, or 7</td>
<td>TH001 Theatre free elective (d)</td>
<td>3 credits</td>
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</tbody>
</table>

(a) Students must apply to department for specification of course.
(b) Specific language course code will be determined on an individual basis.
(c) Students may apply to the department to specify course as alternate 100-level course.
(d) Students may apply to the department for evaluation for specific course credit.
• **Credits in Escrow**

Monmouth University provides a taste of college life as well as a head start in college for secondary school students who have completed at least their junior year. Credits earned are held in escrow and may be applied toward a degree at Monmouth after the student is matriculated as a regular student, or they may be transferred. By taking advantage of this opportunity and with careful planning of course sequences, it may be possible for a student to complete requirements for a baccalaureate degree in three calendar years.

Monmouth University also grants credit for college courses taken at another accredited institution while the student was still attending high school. In order to evaluate credit, official transcripts must be submitted from that institution for evaluation.

• **Homeschooled Students**

A candidate for admission who has been homeschooled is required to follow these guidelines in the application process. Please note that all homeschooled students are required to meet their home state requirements and submit appropriate supporting documentation demonstrating that they have done so, should they be asked to do so by Monmouth University.

1. Complete the application for admission in full and return to the Office of Admission Processing.
2. Submit the nonrefundable application fee.
3. Submit one of the following credentials:
   a. Transcript from a homeschool program, private school, or primary teacher. Please note that if any part of your high school education was completed in a conventional public or private high school, Monmouth University requires the transcript of that academic work be sent directly from the registrar of that school. Additionally, if you have completed any college-level course work while in high school or to satisfy graduation requirements, submit all official transcripts. If course work is still in progress, submit a course schedule.
   b. Portfolio of academic work completed to include syllabi, list of textbooks used, academic curriculum outline, and any other documentation of academic work completed. The portfolio must include grade evaluations by the primary teacher. Also required with the portfolio is Monmouth University’s Curriculum Chart for Homeschooled Students. All students who apply to Monmouth University must demonstrate that they have completed the following Carnegie Units: four units of English, three units of mathematics, two units of social studies, two units of science, and five additional units of academic electives chosen from the following areas: English, social studies, science, humanities, foreign languages, and mathematics.
4. Submit official standardized test scores - either SAT or ACT. Score reports must be sent directly from the testing agency. Monmouth’s SAT code is 002416. Monmouth’s ACT code is 2571.

**TRANSFER APPLICANTS**

Monmouth University welcomes applications from transfer students who are in good academic standing at other accredited colleges or universities. Students from nonaccredited colleges may be admitted if they satisfy the admission requirements of Monmouth University. Students with a cumulative GPA of 2.25 or better will be considered for admission to the University. Students pursuing a major within the School of Education must have a minimum GPA of 2.75 according to New Jersey State Guidelines. Admission is determined by successful completion of course work over time and is not automatic; there may be instances when a student with a 2.25 GPA or greater will not be offered admission. Students who have been dismissed for academic reasons will not be considered for acceptance by Monmouth University until at least one academic semester has elapsed following their dismissal. Students suspended for disciplinary reasons from another institution must serve the term imposed by that suspension before Monmouth University will consider their application for admission.

Students offered provisional admission must be nonmatriculated and part-time. Conditions imposed on such students are as follows: they may earn no more than eighteen credits in that status and may carry no more than nine (9) credits per semester; they must reapply for admission after earning twelve to eighteen credits at Monmouth in order to matricu-
late and continue taking courses at the University. Admission as a matriculating student is contingent upon successful completion of course work. (See the Changing from Non-Matriculated to Matriculated Status section of the catalog for more details.)

The application deadline for the spring semester is December 1. The application deadline for the fall semester is July 15. If a student has attempted and received grades in twenty-four credits or more at or above the 100-level, the University will only look at the student’s collegiate course work in determining admission. If a student has fewer than twenty-four credits, an official high school transcript and official SAT or ACT scores are required.

Transfer students must send official transcripts from all institutions attended previously, regardless of whether or not credit for such work is desired or expected. Final transcripts from previous institutions attended should be received by Monmouth University prior to beginning enrollment. Students who do not provide official transcripts will not be permitted to continue at Monmouth. Failure to declare attendance at any postsecondary institution where registration occurred may lead to disciplinary action and/or dismissal. When applying for transfer credit, students may be requested to submit official course descriptions.

Credit Transfer

Transfer students who have been admitted to the University will receive an official transfer credit evaluation. Students who fail to declare attendance at any postsecondary institution where they had been registered automatically waive the right to have that work considered for transfer credit and are subject to disciplinary action and/or suspension. Grades earned at previous institutions are not reflected in the Monmouth University grade point average (GPA). Education majors may transfer a maximum of six professional credits from a two-year school. Due to the individual review process required for evaluating music and art course work, students in these disciplines may require an audition or a portfolio review to determine equivalency for certain course work. Additional information is available from the Office of Undergraduate Admission. Students attending an accredited two-year institution in New Jersey may find transfer equivalencies through the New Jersey Transfer Initiative (www.njtransfer.org).

All candidates for bachelor’s degrees must complete the University’s general education requirements. Note that the course type(s) associated with a course are specific to course work taken at Monmouth University. Courses earned through transfer equivalency will not automatically earn the course type associated with the Monmouth University course equivalent. For instructions on how to have a transfer course reviewed to fulfill the General Education requirements of Technological Literacy, Reasoned Oral Discourse, Interdisciplinary Studies, Cultural Diversity, Global Understanding, or Experiential Education, students should contact the Associate Dean for Support Services and Articulation. Please refer to the information that follows concerning general education transfer equivalencies. Prospective students may contact the Office of Undergraduate Admission for further information.

*Police Academy Transfer Policy*

Students who successfully complete a New Jersey Police Academy program prior to enrolling in Monmouth University will be awarded six (6) Monmouth University credits (CJ101-Introduction to Criminal Justice and CJ225–Law Enforcement). Once matriculated into Monmouth University, no police academy credits will be awarded to students who subsequently enter a New Jersey Police Academy.
2012-2013 GENERAL EDUCATION REQUIREMENTS

Monmouth University Requirement

1. First Year Seminar – 3 credits
   (FY 101)

2. Reading & Writing – 6 credits
   (EN 101, 102)

3. Mathematics – 3 credits
   (from subject “MA” except MA 050 or MA 101)

4. Natural Sciences – 6 credits
   (from Biology [BY], Chemistry [CE], Physics [PH] or Science [SC])

5. Literature – 3 credits
   (from courses designated with course type “LIT”)

6. Aesthetics & Creativity – 3 credits
   (Art [AR], Music [MU], Theatre [TH], or Dance [DA])

7. Technological Literacy – 3 credits
   (from courses designated with course type “TL”)

8. Reasoned Oral Discourse – 3 credits
   (from courses designated with course type “RD”)

9. Historical Perspective – 3 credits
   (from courses designated with course type “HS.SV”)

10. Social Sciences – 3 credits
    (from courses designated with course type “SS.SV”)

11. Historical Perspective or Social Sciences – 3 credits
    (from courses designated with course type “HS.SV” or “SS.SV”)

12. Interdisciplinary Studies – 3 credits
    (from courses designated as course type “ISP”)

13. Cultural Diversity – 3 credits
    (from courses designated with course type “CD”)

14. Global Understanding – 3 credits*
    (from course designated with course type “GU”)

   OR*

15. Foreign Language – 6 credits
    (two courses from the same foreign language)

16. Experiential Education – 0 credits
    (one course designated with course type “EX”)

17. Writing Intensive – 0 credits
    (two courses from within the Major designated with course type “WT”)

Transfer Equivalencies

(Waived for transfer students with a minimum of 18 transfer credits)

Any two English composition courses with similar content. Remedial English courses are not accepted.

Any two natural science courses in biology, chemistry, physics or science.

Any 200 level or above literature survey course.

Any course in art, dance, music, or theatre.

Any course that covers computer literacy, e-mail, Internet applications, and an integrated office suite in a Windows environment.

To be determined on an individual basis.

Any history survey course.

Three credits in any of the following disciplines: anthropology, economics, geography, political science, sociology, psychology, or Gender Studies 225.

Three credits in Historical Perspectives OR three credits in Social Sciences as listed above.

To be determined on an individual basis.

To be determined on an individual basis.

To be determined on an individual basis.

Two courses from the same foreign language.

To be determined on an individual basis.

To be determined on an individual basis.
For undergraduate students who attended accredited (by the Commission on Higher Education) two-year community or county colleges, the following applies:

1. Students transferring from a two-year institution may use up to seventy-two transfer credits toward a baccalaureate degree at Monmouth University, providing these credits fulfill degree requirements. Students who attended both two-year and four-year institutions may apply a maximum of twenty-four additional credits at the 200-level or higher (as determined by the four-year institution where these courses were taken) toward baccalaureate degree requirements at Monmouth University, providing these credits fulfill degree requirements. Students who attended only a four-year institution may apply a maximum of ninety-six credits toward a baccalaureate degree at Monmouth University, providing these credits fulfill degree requirements.

2. Full-time students at accredited community or county colleges who have maintained continuous semester-to-semester attendance and who graduate in five or fewer semesters in AA, AS, or AAS (nursing only) degree programs will be considered for acceptance as transfer students at Monmouth University. Provided such students begin their enrollment at Monmouth in the first or second semester immediately following their graduation from the two-year institution, they may elect to follow the Monmouth University curriculum that was in effect four semesters prior to their enrollment at Monmouth.

For all other undergraduate students who attended accredited (by the Commission on Higher Education) institutions, courses are transferred as follows:

1. Only courses in which earned grades were “C” or higher will be accepted. Furthermore:
   a. No remedial courses will be accepted.
   b. A maximum of four (4) physical education credits may transfer.
   c. No personal development or vocational (e.g., secretarial, automotive) courses, unrelated to degree programs at Monmouth University, will transfer. (The designation "vocational" will be determined by the course description/syllabus, not necessarily by the discipline designation assigned at the previous institution.)
   d. Courses that are more than five years old may be declined by the major department, but only in cases where the subject matter of these courses has undergone significant and substantial additions/revisions.

2. Courses will transfer at the number of credits assigned at the previous institution.

3. Each transfer student must complete at least thirty-two credits at Monmouth University, of which sixteen credits must be in the major. For business administration majors, at least fifty percent of their business requirements (business core and concentration(s)) must be completed at Monmouth University. For other graduation and residency requirements, please refer to the Academic Programs, Support Services and Regulations section of this Catalog.

4. Students changing majors will have their transfer credits re-evaluated by the new major department.

5. Undergraduate students who attended a study abroad program through their former institutions may be eligible for Experiential Education credit at Monmouth. The student must have earned a minimum of six credits.
at the foreign institution, with grades of “C” or better. The study abroad courses must be noted on the academic transcript of the American institution and annotated as “study abroad.” See the Office of Registration and Records for additional information.

For undergraduate students who attended non-foreign, nonaccredited programs:
Courses other than nursing courses will transfer automatically only if a formal document of course equivalencies exists that was previously adopted by the University. When a formal document does not exist, courses taken in these nonaccredited programs will be evaluated on a case-by-case basis by the appropriate departments to determine acceptability for transfer. In all instances, conditions 1–4 above apply.

For nursing majors, nursing courses will transfer as described within the Nursing and Health Studies section of this Catalog. Non-nursing majors who have graduated from a diploma nursing school may transfer nursing courses by taking as many as four ACT/PEP tests as specified by the School of Nursing and Health Studies at Monmouth University. Each successfully passed examination may transfer as eight credits (8) of lower-division nursing courses. These credits may apply to the requirements of the major program as applicable. Students should consult with their major department chair for details.

For undergraduate students who attended foreign institutions:
The Monmouth University Transcript Evaluator will evaluate credentials submitted from foreign institutions. Transcripts that are not in English must be translated and evaluated by a reputable credential evaluation service, including members of the National Association of Credential Evaluation Services (NACES). Course descriptions in English must accompany transcripts. In all instances, conditions 1–4 above apply to foreign courses. Students may, upon request, be required to have previous academic work validated, at the students’ expense, through an outside credential evaluation service.

For undergraduate students who have served in the military:
Students who have completed basic training in any of the Armed Forces will automatically receive one (1) credit in physical education activities and one credit of health by virtue of that experience and presentation of official discharge documentation. Other credits earned while in the military may be considered for transfer credit upon presentation of official military transcript documentation to the Office of Undergraduate Admission.
## Alternative Credit Options

- **Credits Awarded for College Level Examination Program (CLEP)**

### GENERAL EXAMS (a)
Monmouth Credit Awarded for | Credits
--- | ---
EN-100 College Composition Modular (new 7/2010) | Apply to department | TBD
EN-101 College Composition (new 7/2010) | EN-101 College Composition I | 3
MA-001 College Mathematics | MA-001 Math elective | 3
EN-100 English Composition (until 7/2010) | Apply to Department | TBD
EN-101 English Comp w/Essay (until 7/2010) | EN-101 College Composition I | 3
HU-100 Humanities | FE-001 Free Elective | 3
PH-001 Natural Sciences | PH-001 Physics Elective | 3
SS-001 Social Sciences & History | SS-001 Social Science Elect | 3

### SUBJECT EXAMINATIONS (b)

#### COMPOSITION AND LITERATURE
EN-208 American Literature (until 07/2011) | EN-228 Foundations of American Lit. | 3
EN-208 American Literature (new 07/2011) | EN-202 Literature II | 3 (c)
EN-000 Analysis & Interpretation of Literature | No Credit | 0
EN-206 English Literature (until 07/2011) | EN-227 Foundations of British Lit. | 3
EN-206 English Literature (new 07/2011) | EN-202 Literature II | 3
EN-101 Freshman College Composition (until 07/2010) | No Credit | 0

#### FOREIGN LANGUAGES
FF-001 French Language | FF-201 Intermediate French I | 3
FG-001 German Language | FG-201 Intermediate German I | 3
FS-001 Spanish Language | FS-201 Intermediate Spanish I | 3

#### HISTORY AND SOCIAL SCIENCES
PS-001 American Government | PS-103 American National Government | 3
HS-103 History of US I | HS-104 US History II | 3
PY-203 Human Growth & Development | PY-203 Child Psychology | 3
PY-201 Intro to Educational Psychology | PY/EDL-201 Educational Psychology | 3
BE-202 Principles of Macroeconomics | BE-202 Macroeconomics | 3
BE-201 Principles of Microeconomics | BE-201 Microeconomics | 3
PY-103 Introduction to Psychology | PY-103 Intro to Psychology | 3
SO-101 Intro to Sociology | SO-101 Intro to Sociology | 3
HS-101 Western Civilization I | HS-101 West Civ. World Perspective 1 | 3
HS-102 Western Civilization II | HS-102 West Civ. World Perspective 2 | 3

#### SCIENCE AND MATHEMATICS
MA-001 Trigonometry (Until 2006) | MA-001 Math Elective | 3
MA-101 College Algebra | MA-101 College Algebra | 3
MA-109 Pre-Calculus Math | MA-109 Pre-Calculus Math | 4
MA-118 Calculus | MA-118 Quantitative Analysis Bus. II | 3
BY-101 Biology | BY-101 Issues & Methods of Bio. | 3
or BY-102 Applied Biotech | or BY-103 Environmental Science | 3
| or BY-104 Human Biology | 3
CE-111 and CE-112 Chemistry | CE-111 Gen Chemistry I and Lab | 4
| CE-112 Gen Chemistry II and Lab | 4

#### BUSINESS
CS-001 Info Sys & Comp Apps. | IT-100 Information Technology | 3
| or IT-102 Information Tech. for Scientists | 3
BL-201 Introduction to Business Law | BL-201 Legal Environment of Business I | 3
BK-250 Principles of Marketing | BK-250 Principles of Marketing | 3
BM-250 Principles of Management | BM-250 Principles of Management | 3

(a) Monmouth University grants three credits for each of the five General Examinations, completed with a minimum score of 52. CLEP exams taken prior to July 1, 2001, require a minimum score of 481.

(b) Monmouth University grants credit to the subject matter covered by the examination when the score is at or above the fiftieth percentile.

(c) EN202 equivalent for non-English majors only.
While it is recommended that CLEP examinations be taken before admission to the University, individual exceptions will be considered subject to departmental approval.

- **Credit by Examination**
  Credit by Examination is a process for granting academic credit for a life experience with an academic parallel. The term “life experience” connotes a learning experience equivalent to an academic course in an accredited institution on the college level. Credits obtained by examination are accorded the same status as transfer credit and consequently are not used in the computation of the grade point average. Credit by examination is counted as part of the maximum allowable transfer credits for an academic program. Undergraduate students earning credits by examination for foreign languages cannot use these credits to satisfy the cross-cultural general education requirement. These credits will not be included into the thirty-two credits needed to fulfill the Monmouth University residency requirement, but may be taken at any time during the student’s career at Monmouth.

  Interested students should apply to the appropriate academic departments. Details about these procedures are available in the Office of Registration and Records.

- **Applied Music**
  Applied Music is private instruction in a particular instrument or voice. The student should discuss his/her desire to take applied music with a Monmouth University music faculty member and then register directly in the Music Department. The student may earn as many as six (6) credits in Applied Music and will be awarded the credit after successful completion of the lessons and the payment of the credit by examination fee. Credit for Applied Music will be treated in the same manner as credit by examination (see above).

  Additional guidelines are available online on the Office of Registration and Records forms WEBpage at http://www.monmouth.edu/registrar/forms.asp.

- **Prior Learning Assessment Program**
  Students who have been working, managing a home, volunteering in the community, traveling, serving in the military, or studying independently may have acquired some college-level learning from these experiences.

  It is possible to have this learning evaluated and receive credit. Credit is granted for learning rather than the experience itself, and is awarded when the learning is closely related to the subject matter of a Monmouth course. Students who wish to earn credit for learning from work and life experience will be asked to prepare a portfolio that describes and documents that learning. Additional information is available from the Office of Registration and Records.

**FORMER STUDENTS APPLYING FOR READMISSION**

Readmission to the University

Former Monmouth University students not on a Leave of Absence who have not attended the University for at least one semester must submit an application for readmission. Applications are available in the Office of Admission. If the applicant has attended another institution in the interim, the applicant must have an official transcript forwarded to the Office of Admission Processing. Students will be re-evaluated based upon the full academic record and will be advised if further information is needed.

Readmission to the University after Academic Dismissal

Students who have been academically dismissed may apply for readmission. Review of the application and the ensuing decision is made by the Academic Standards and Review Committee. Previously dismissed students seeking readmission must have been away from the University for one full semester. Students who have been dismissed twice may apply for readmission after a minimum of three years. Application must be made through the Office of Admission.

Application for Academic Amnesty

(See Academic Amnesty.)

**VISITING STUDENTS**

Students from other institutions must provide a letter of permission from, and be in good academic standing at, the home institution. Applications are available from the Office of Admission. Admission as a visiting student does not constitute admission as a matriculated student. Eligible rising high school sen-
iors may enroll in college-level course work at Monmouth University. Eligibility will be determined by the Office of Undergraduate Admission based on a review of the student's academic credentials.

**ADULT APPLICANTS**

Monmouth University endeavors to support lifelong learning by providing services and programs—degree and nondegree, credit and noncredit—that enable nontraditional students to meet their varied educational needs and goals.

Program 65 affords opportunity for persons 65 years of age or older to enroll for study at Monmouth University at reduced tuition. Admission requirements include the designated nonrefundable application fee and proof of age. Enrollment is on a space-available basis. Those interested in learning more about Program 65 may contact the Office of Undergraduate or Graduate Admission.

**APPLICANTS WITH DISABILITIES**

Monmouth University welcomes applications from persons with disabilities, complying with the requirements of the Rehabilitation Act of 1973 and the Americans with Disabilities Act. Students who wish to utilize available accommodations and services provided by the University must submit current and adequate documentation related to their disability to the Department of Disability Services for Students.

You are not required to disclose a disability. If information is provided, it is not used in admission decisions. Monmouth University can also be contacted by using the New Jersey Telecommunications TTY Relay Services Operator at 800-852-7899. All students must meet University academic admission requirements.

**INTERNATIONAL APPLICANTS**

International applicants must meet three basic criteria before acceptance: demonstration of academic ability, English language proficiency, and sufficient financial support.

Applicants for admission whose native language is not English must demonstrate English language proficiency. Such proficiency may be demonstrated by submitting an official score report from one of the following standardized tests and meeting the minimum score requirements. Students who have completed the equivalent of a baccalaureate or master’s degree at an accredited institution in a native, English-speaking country may be exempt from these standardized testing requirements.

- **TOEFL (Test of English as a Foreign Language)**
  - Minimum score requirements: 79
  - Internet-based version

- **IELTS (International English Language Testing System)**
  - Minimum score requirement 6 (with no less than a score of 5.5 on any section)

- **MELAB (Michigan English Language Assessment Battery)**
  - Minimum score requirement 77

- **ESOL (Cambridge University English for Speakers of Other Languages)**
  - Minimum score requirements
    - Certificate of Advanced English – An A, B, or C constitutes a passing grade.
    - Certificate of Proficiency in English – An A, B, or C constitutes a passing grade.

*Note that exceptions to minimum score requirements for graduate programs may be made upon recommendation of the graduate program director within the student’s major department and with approval from the dean of the graduate school. Monmouth also requires a student’s academic profile to meet regular standards for admission.*

Monmouth University will also accept international students who meet Monmouth’s regular standards for admission and who have successfully completed the ELS Language Services program at the master’s level of English proficiency, which is completion of Level 112, in lieu of the TOEFL or other English proficiency exam. Conditional acceptance may be issued by Monmouth University to those students who elect to prove English proficiency by enrolling in and completing ELS Level 112.

In order to obtain the nonimmigrant Certificate of Eligibility (Form I-20), all accepted international applicants are required to provide financial documentation, such as bank statements, attesting that sufficient funds are available to support the period of study for the degree at Monmouth. To obtain a copy of the Application for Form I-20 and instructions, visit [http://www.monmouth.edu/admission/graduate/international.asp](http://www.monmouth.edu/admission/graduate/international.asp). This document is required and must be completed before the Form I-20 can be issued.
Undergraduate applicants who have attended school outside of the United States must submit official evidence of secondary school completion and certified original copies of national examination results where applicable.

International undergraduate freshman applicants from English-speaking countries must take the SAT and meet regular standards for admission. To learn from which countries the SAT is required, please visit http://www.monmouth.edu/admission/international/toefl.asp.

International Transfer Applicants

Credentials submitted from foreign institutions will be evaluated by the Transcript Evaluator. Official college transcripts for all college-level work, regardless of whether the credit will be transferrable, must be sent directly from the institution at which the credit was completed. Official transcripts, mark sheets, diplomas, degrees, and/or certificates of all secondary and post-secondary academic records and examination results are required. If fewer than twenty-four transferrable credits have been completed, high school/secondary school transcripts must also be provided. Transcripts that are not in English must be translated and evaluated by a reputable credential evaluation service, including members of the National Association of Credential Evaluation Services (NACES) and then sent directly from the agency to Monmouth University. A course-by-course evaluation is required for all non-English transcripts. Course descriptions in English of all completed course work are also required, if not included in the course-by-course evaluation. Transcripts are considered official when sent directly to Monmouth University from the college/university at which the courses were taken and certified by the institution’s Registrar’s Office, Ministry of Education, or when sent directly from the evaluation agency along with the translation and evaluation to the Office of Admission Processing. Photocopied documents or transcripts marked “issued to student” are not accepted as official.

The records should list all courses the student has taken and grades received in each subject. Course descriptions and/or syllabi and the number of weeks and hours spent in lectures and laboratory work for each course are required of transfer applicants if transfer credit is expected. Only credits from recognized accredited institutions will be considered for direct transfer into any degree program. All course work is subject to approval by the department chair of the specific program chosen; not all courses may transfer. A maximum of seventy-two credits will be allowed for undergraduates transferring from a two-year accredited institution; a maximum of ninety-six credits will be allowed when transferring from a four-year accredited institution.

Course work done through national examination may be considered for credit by department evaluation, credit by examination, waiver, or portfolio if results meet specific department and/or University requirements and standards.

Students may, upon request, be required to have previous academic work validated, at the student’s expense, through an outside credential evaluation service.

Failure to declare and/or present all academic work, or presentation of academic records that are found to be altered or of a questionable nature, may result in non-acceptance of student or dismissal of student from the University. Generally, international students currently studying in the United States who wish to transfer to Monmouth University should follow the regular transfer admission process. The English proficiency/SAT requirement can be waived for international students who have completed at least twenty-four transferable credits of which at least three are in English at the 100 level or higher. See details referenced in the International Applicants section for English proficiency requirements. An international student transferring from an institution within the United States must provide the following documentation:

- Admission application
- Nonrefundable application fee
- Official transcript(s)
- Official test scores (as applicable)
- Monmouth University’s F-1 Transfer form if currently enrolled at a U.S. institution (http://www.monmouth.edu/Student/grad/Transfer.pdf) or Monmouth University’s Application for Form I-20 if no longer enrolled at the U.S. institution (http://www.monmouth.edu/Student/grad/FormI20.pdf)

In addition, the transfer applicant should request the previous institution to transfer his or her SEVIS record.
International transfer applicants must also provide financial support documentation (see details referenced in the International Applicants section).

**VETERANS AND WAR ORPHANS**

Complete information regarding benefits and procedures for applying may be obtained from the Office of Registration and Records or the Financial Aid Office. Monmouth University is approved by the New Jersey Department of Military and Veterans' Affairs for veterans' benefits.

**MILITARY APPLICANTS**

Monmouth University has been designated as an institutional member of Service Members Opportunity Colleges (SOC), a group of over 400 colleges and universities providing voluntary postsecondary education to members of the military throughout the world. As an SOC member, Monmouth University recognizes the unique nature of the military lifestyle and has committed itself to easing the transfer of relevant course credit, providing flexible academic residency requirements, and crediting learning from appropriate military training and experiences. SOC has been developed jointly by educational representatives of each of the Armed Services, the Office of the Secretary of Defense, and a consortium of thirteen leading, national higher education associations; it is sponsored by the American Association of State Colleges and Universities (AASCU) and the American Association of Community and Junior Colleges (AACJC).

**NON-DISCLOSURE**

Failure to submit complete records of all previous academic experiences will result in a student being denied admission, or, in the case of nondisclosure or misrepresentation, the rescinding of admission previously granted.