

# ADMISSION

## Admission Statement

A campus visit and tour are recommended for interested students. Call or email the Admission Office to set up an appointment at 800-544-1489 or [admissions@csbsju.edu](mailto:admissions@csbsju.edu).

Admission to the College of Saint Benedict and Saint John's University is open to all qualified students who demonstrate in their application the promise of success in college. Traditional indicators of ability such as taking a college preparatory curriculum and maintaining a strong grade point average are important and carefully considered. In addition, Saint Benedict and Saint John's want to enroll students who show promise of community contribution and productive participation in the classroom as evidenced by both their academic record and participation in extra-curricular activities.

## Requirements for Admission

To be admitted an applicant will need to show scholastic achievement (GPA), strong course selection and personal qualifications in the application review process. Applicants must graduate from an accredited high school or the equivalent. A candidate's academic preparation should include four years of English, three years of mathematics through Algebra II, two years of social science, two years of laboratory science and six other college preparatory electives. The study of a foreign language is recommended but not required for admission.

## Application Procedure

Saint Benedict and Saint John's review applications for admission beginning in September. An application is considered complete when the Office of Admission receives both the application for admission and official high school transcript through the end of junior year (all incoming students will need to provide a final transcript upon high school graduation). The Office of Admission encourages applicants to submit an optional writing sample and letters of recommendation to provide a more complete application file. As test optional institutions, Saint Benedict and Saint John's do not require the ACT or SAT test but if a student chooses to submit those scores, they will be added to the application file.

## Preferred Application Dates

Early Action I: November 1 – candidate will receive notification of an admission decision and academic scholarship within three weeks of submission.

Early Action II: December 1 – candidate will receive notification of an admission decision and academic scholarship within three weeks of submission.

Rolling Admission: Any applications received after the December 1 Early Action II preferred application deadline will be reviewed on a rolling basis with candidate notification of an admission decision and academic scholarship within three weeks of submission.

For deposited and enrolled students who wish to be considered for college credit please submit official college transcripts with all courses and grades for consideration of post-secondary enrollment options (PSEO) or college in the schools (CIT/CITS). Also, official report(s) for scores received for Advanced Placement Tests of the College Board (AP), International Baccalaureate (IB) or College Level Examination Board (CLEP). At the request of the student, these reports are sent directly to

the college by the testing companies. No credit for AP, IB, CLEP, PSEO, CIT/CITS work may be awarded without an official transcript or report of scores.

## Deposit Procedure

Candidates who are accepted for admission are required to indicate their intention to enroll by making a tuition deposit of \$300. To guarantee enrollment, students should make this advance payment by May 1. This payment, **which is non-refundable**, is credited to the student's account for the first semester of enrollment.

## Homeschool Student Admission

As stated in the general admission section, admission to the College of Saint Benedict and Saint John's University is open to all qualified students who demonstrate in their application promise of success in college. For Homeschool applicants this means both traditional and non-traditional indicators of ability are important and carefully considered in the admission decision. The traditional indicators include appropriate documentation of college preparatory curriculum and college entrance exams. Non-traditional indicators that are considered, but not required for admission, include GED scores, study of a second language, accelerated courses, correspondence coursework, post-secondary enrollment option courses, community service and life experiences such as work, travel, published writing or art shows. It is not unusual for the Admission Committee to ask for other supporting evidence of academic readiness. This additional information may include recommendations, senior coursework, or a personal interview with admission personnel.

## Non-Immigrant International Student Admission

The College of Saint Benedict and Saint John's University welcome international students. The colleges are authorized under United States federal law to enroll non-immigrant international students.

In addition to fulfilling the admission requirements and completing the procedures for admission, international students whose first language is not English must prove their English language proficiency. An applicant's English proficiency level may be demonstrated by means of score reports of such exams as TOEFL (Test of English as a Foreign Language), IELTS (International English Language Testing System), DET (Duolingo English Test), PTE Academic (Pearson English Test), the SAT (Scholastic Assessment Test), the ACT (American College Test), other approved exams, by reports of results and level of completion in a U.S. intensive English language program, and/or at least one year of post-secondary education in the United States which includes English composition.

All international students must have health insurance. If students are not included in their parents' insurance plan, they must subscribe to the colleges' group health insurance program.

## Credit for International Examinations and Certificates

Credits may be granted for national examinations or certificates of education depending on the type of exam or certificate, type of subjects and marks achieved. The Registrar's Office and department chairpersons will evaluate and determine credit levels upon request. Consult "Studies at other colleges" or the Admission Office for additional transfer credit policies.

## International Student Application and Financial Aid Deadlines

### Preferred Application Dates

- Fall semester (August-December): April 1
- Spring semester (January-May): November 15

Applications may be considered after these dates on a space-available basis.

International applicants are considered for partial tuition scholarships. Scholarships are awarded based on academic and extracurricular achievement and financial need. Part-time on-campus student employment is also available. International students may also apply for full-time summer employment opportunities on the two campuses following their first year of study and each succeeding year for a total of three years maximum. On-campus housing and meals are available during the four summer months (May, June, July, August). Early application for summer employment, campus housing and meals are encouraged as the colleges cannot guarantee these special arrangements for all international students who wish to remain on campus during the summer.

## Transfer Students

Students transferring from other colleges are considered for admission on the combined basis of both high school and college achievement. A college GPA of 2.75 is preferred for potential transfer students. An application is considered complete when we have received the application for admission, final high school transcript, official college transcripts for all colleges attended, and a statement of good standing from the Dean of Students. An evaluation of the student's previous college course work will be provided to transfer students who are admitted. Consult "Studies at other colleges" or the Admission Office for additional transfer credit policies.

Transfer students wishing to apply for financial aid must complete the financial aid application process.

### Preferred Transfer Student Application Deadlines

Fall semester (September-December): April 1

Spring semester (February-May): December 1

Applications may be considered after these dates on a space-available basis.

### Preferred Transfer Student Financial Aid Deadlines

Fall semester (September-December): March 15

Spring semester (February-May): November 15

## Readmission

Students who have previously attended Saint Benedict's or Saint John's and who (1) were not enrolled the previous semester or (2) did not complete the previous semester must submit a formal application for readmission to the Admission Office. Readmit applications and procedures may be found online at <https://www.csbsju.edu/admission/apply/readmit-applicants> (<https://www.csbsju.edu/admission/apply/readmit-applicants/>). If a student has attended another college or university since the time of withdrawal, official transcripts from that college or university work must also accompany the application for readmission.

Service members who are temporarily unable to attend class or have to suspend their studies due to service requirements will be readmitted to CSB or SJU with the same academic status and program they had when last attending school or when they were last accepted for admission to the school. This applies to any student who could not attend school due to military service.

## Transcript Policy for Federal Aid Eligibility

Only students who graduated from a high school or have a GED will be eligible to receive financial aid.

In the event the College of Saint Benedict (CSB) or Saint John's University (SJU) has reason to believe a high school transcript is not valid or was not obtained from an entity that provides secondary school education, CSB and SJU will conduct additional research to determine if the transcript is in fact valid. Red flags that will prompt additional research are:

- No apparent state legal authority for high school or G.E.D.
- Limited curriculum/instructors
- High school transcript given for a fee within a short period of time
- High school transcript date/place not consistent
- High school transcript/GED's that were issued by a school that bears a non-traditional name that does not end in "high school", such as "academy", or "center"
- High school transcript/GED's that were purchased and/or completed online
- High school transcript/GED's that have names and/or dates that have been written on the transcript, and those where "white out" type corrections have been made

Should any of the above red flags exist, CSB or SJU will conduct additional research to include:

- Checking the National Center for Education Statistics (NCES) website for information relative to the validity of the school, and if the school in fact provides secondary school education. If CSB or SJU is unable to obtain the required information, CSB or SJU will contact the correct state authority to obtain the appropriate documentation.
- Determining if the school has previously been identified as a high school transcript mill, via internet research and existing lists the school maintains.
- Determining if the transcript was purchased online with little work expected by the student, or if it was earned via brick-and-mortar traditional high school.

Ultimately, if CSB or SJU is not reasonably certain a high school transcript or G.E.D. is valid, the student will not be admitted. CSB's or SJU's decision relative to the validity of a particular high school diploma or GED is final, and not subject to appeal.