WHAT YOU NEED TO APPLY // ADMISSION STATUS

BEGINNING FRESHMAN
- Attach a non-refundable $35 application fee (payable to IU South Bend).
- Submit an official high school transcript or a copy of your high school equivalency exam scores.
- If you are under the age of 21, you must submit official SAT/ACT scores directly from the testing agency.
  Note: IU South Bend’s SAT code is 1339 & the ACT code is 1225.

TRANSFER STUDENT
- Attach a non-refundable $35 application fee (payable to IU South Bend).
- Submit an official high school transcript and official transcripts from all colleges/universities previously attended.
- If you are under the age of 21 and have fewer than 12 transferrable credit hours, you must submit official SAT/ACT scores directly from the testing agency.

Students undecided about a major may select “Exploratory.”
FRESHMAN APPLICATION INFORMATION

Thank you for your interest in Indiana University South Bend. As the third largest campus in the IU system, IU South Bend offers more than 100 degree programs, student housing and an active student life. You will have access to a full collegiate experience, along with the personal attention you need to be successful in college. At IU South Bend, professors will know your name, class sizes are small and opportunities abound for involvement in student clubs and organizations. To learn more about our campus go to www.iusb.edu. We look forward to receiving your application.

FRESHMAN APPLICATION INFORMATION

ADMISSION STANDARDS

GENERAL ADMISSION

Ensuring that students are prepared to be successful is of primary importance to us when making admission decisions. We examine your high school record, including courses completed, grades earned, class rank, and standardized test results. In general, we use the following standards when making admission decisions:

1. High School Graduation
   You must have graduated high school or be graduating before enrollment. If you have completed a high school equivalency exam, see the section below entitled “Admission with a High School Equivalency Diploma.” Students who are home-schooled are welcomed as applicants; submit your transcript with your application and test score results.

2. Courses Completed
   If you are a current Indiana high school student, you are expected to complete a Core 40 curriculum and are strongly encouraged to earn the Academic Honors Diploma. If you are not in an Indiana high school, you should complete the following core of classes to be considered for admission:
   • 4 years of college-preparatory English
   • 3-4 years of mathematics, including second year algebra. We highly recommend 4 years;
   • 3 years of social sciences;
   • 3 years of laboratory science;
   • 4 years of some combination of foreign language, computer science or additional mathematics, laboratory sciences, social sciences, or English courses.

3. Grades
   Though no grade point average guarantees admission to IU South Bend, we generally expect to see students with a “B” average when reviewing applications.

4. Test Results
   You must provide the official results of your SAT or ACT, including the Writing, Essay and Multiple Choice sections of the test. Scores must come directly from the testing agency (College Board, ACT, etc.) to Indiana University. Adult students over the age of 21 should note that SAT or ACT scores are not required. (However, if you did take the test, we would like to see the results.)

5. Other Circumstances to be Considered
   Although a high school transcript is required for admission, the Admissions Committee will also consider such things as military experience, life experiences, and job responsibilities after leaving high school.

CONDITIONAL ADMISSION

If you do not meet the above criteria, you will be considered for conditional acceptance based on other factors that indicate your potential for success at IU South Bend: overall quality of your high school coursework, trends in your grades, test scores, work experience and military service.

DEFERRAL TO A COMMUNITY COLLEGE

If you fail to meet the admissions criteria due to either academic preparation or performance, we will defer your application until you complete designated courses at any regionally accredited two- or four-year college. A deferral contract outlining the courses you must complete will be sent to you. If you reside in the South Bend region, we have a special Transitions program with Ivy Tech Community College.

ADMISSION WITH A HIGH SCHOOL EQUIVALENCY DIPLOMA

If you have completed a high school equivalency exam, but have not attended a college or university, you are considered a beginning freshman. The following documents will be needed to make a decision:
   • You must provide a complete high school equivalency grade sheet.
   • If you are under 21 years of age, you must provide the results of an ACT or SAT test, including the Writing, Essay and Multiple Choice sections.

The admission decision will be based upon a combination of test scores. For details about your individual situation, please contact the office directly.

TIPS FOR A SMOOTH APPLICATION PROCESS

There are several things you can do to make sure that your application is reviewed quickly and easily. Here are a few tips:

#1 Apply online by going to apply.iusb.edu; however, if you do use the paper application, print clearly in black ink.

#2 Apply before the priority deadline for the term in which you are interested (see page 3).

#3 Answer all questions on the application.

#4 Enclose a check for $35 if you apply with a paper application.

#5 Use the same name on all of your application materials. If you have records under other names, please list these names on the application.

#6 If you are currently enrolled in high school and apply using this paper application, complete the application and then have your high school counselor complete the Counselor Recommendation on the back.

#7 If possible, send all your materials in a single packet.

#8 Make sure you have taken the SAT or ACT including the Writing, Essay and Multiple Choice sections, and submit these scores to our office as soon as results are available. Our school code is 1339 for the SAT and 1225 for the ACT.

OFFICE OF ADMISSIONS MAILING ADDRESS:
1700 Mishawaka Ave. P.O. Box 7111
South Bend, IN 46634-7111
574-520-4839 // Fax: 574-520-4834
admissions.iusb.edu

ONLINE SERVICES:
Application, policies for transfer of credit and credit by exam, the University Bulletin, cost, scholarships, financial aid information, and other admissions items are available at iusb.edu.
APPLICATION PROCESS

ADMISSIONS TIMELINE
Once your application is complete, you can expect a response within 2-4 weeks. A complete application will include an application, application fee, high school transcript, a completed counselor recommendation form and official SAT or ACT scores (including the Writing, Essay and Multiple Choice sections).

IMPORTANT INFORMATION
ETHNICITY

This information will not be used in determining your admissibility to IU South Bend.

IU South Bend prohibits discrimination based on arbitrary consideration of such characteristics as age, color, disability, ethnicity, marital status, national origin, race, religion, sexual orientation, or veteran status.

SOCIAL SECURITY NUMBER
Please note that Section 483 and 484 of the Higher Education Act (HEA) of 1965, as amended, provide the Department of Education the authority to ask you and your parents the questions on the FAFSA and to collect the Social Security numbers of you and your parents. State and institutional student financial aid programs also may use the information that you provide on the FAFSA to determine if you are eligible to receive state and institutional aid.

You will be assigned a ten-digit number that will be your University I.D. That number will be included with your admission correspondence. Your Social Security Number will not be used for this purpose.

APPLICATION FEE
A non-refundable $35 application fee is required and must be paid by check, cash, or credit card. Checks payable to IU South Bend. DO NOT SEND CASH if applying by mail.

Applications will not be reviewed until the application fee has been paid.

You must pay the application fee unless you have done so for a previous application. In this case, attach a note to the front of the application stating the approximate month and year you previously applied, and you will not be required to pay another application fee. Paying the fee to another campus of Indiana University does not waive the fee payment requirement. In cases of extreme financial need, the fee may be waived. For information on acceptable documentation for a fee waiver, please contact our office directly at (574) 520-4839.

STUDENTS WITH EDUCATION OUTSIDE THE UNITED STATES
If you are a U.S. citizen, permanent resident, refugee or asylee and have education outside the United States, you may be directed to apply through the Office of International Student Services. All other prospective students with a non-immigrant visa status or education outside the U.S. must apply through the Office of International Student Services. You may contact them for materials at oiss.iusb.edu, by email at oiss@iusb.edu, or by phone at (574) 520-4419.

CRIMINAL ACTIVITY DISCLOSURE POLICY
IU South Bend is committed to maintaining a safe environment for all members of the University community. As part of this commitment, IU South Bend requires applicants who have (1) been convicted of any felony or misdemeanor such as simple battery or other convictions for behavior that resulted in an injury to a person(s) or personal property or (2) a history of formal disciplinary action at any school attended to disclose this information as a mandatory step in the application process. A previous conviction or previous college disciplinary action does not automatically bar admission to the University, but does require review.

Complete information should be sent with the application for admission.

Information should be submitted in English and should include: a brief explanation, location (city, state, country) of conviction of previous conduct, dates and court disposition.

This statement must also include a grant of permission to IU South Bend for complete access to criminal records, if any. Applicants who have been disciplined at another college or university must provide a statement, which includes a brief explanation, location and name of institution, dates, and disposition of the case. In signing this application you grant permission to IU South Bend to access disciplinary records, if any, at the previous college or university. For further details about what information is required or help with this process, please contact the office directly at (574) 520-4839.

INDIANA RESIDENCY FOR TUITION PURPOSES
Rules determining resident status may be found online at registrar.iusb.edu.

TRANSFER CREDIT AND ADVANCED STANDING
If you have completed college level courses while in high school or have military training, CLEP test results, International Baccalaureate scores, or College Board Advanced Placement (AP) scores, please provide us with official score results from the testing agency or college/university attended. Our office will then inform you how to check online the credits that have transferred. To learn more about these areas and possible credit, consult admissions.iusb.edu.

MILITARY TRAINING
Military training will be evaluated for college credit. Please include a copy of your DD214. You can receive transfer credit for completion of basic training. Additional credits may be granted for specialized military training listed on these documents.

FINAL TRANSCRIPTS
If you are currently enrolled in either high school or college courses, you must arrange for a final transcript to be sent to the Office of Admissions. The high school transcript will be reviewed for satisfactory completion of entrance requirements and a college transcript reviewed for credit evaluation. High school seniors who have been admitted prior to final grades and who do not pass a class that leads to graduating without a Core 40 endorsement must notify the Director of Admissions. Failure to graduate with Core 40 is grounds for revoking an admission offer.

ELECTRONIC TRANSCRIPTS
IU South Bend prefers that students submit their high school transcripts electronically. Students in Indiana can have their high school transcripts sent to our office using Indiana’s eTranscript service. We also accept electronic transcripts via Docufide and eScript-Safe. Please check with your guidance counselor on how to initiate the process. If your school uses a different method of sending electronic transcripts, please have them contact us so we can learn how to receive them.

DISABILITY SUPPORT
Students with a disability can contact the Office of Disability Support Services at (574) 520-4469 or sdds@iusb.edu for academic support resources.
APPLICATION

PERSONAL INFORMATION // PRINT CLEARLY IN BLUE OR BLACK INK

SSN or Assigned Student Number __ __ __ - __ __ - __ __ __ __  □ I decline to release my Social Security number.*

*Signature required to decline. Not providing your SSN can delay processing financial aid.

Legal First Name  Middle Name  Last Name  Previous last name(s) if any  Sex (M/F)

Date of Birth  Age  Home Phone  Cellular Phone  E-Mail Address

Street Address  City  State  Zip  County (Indiana residents only)

What is your citizenship status?  □ U.S. Citizen  □ Permanent Resident  □ Refugee  □ Asylee  □ Other

If you are not a citizen, what is your country of citizenship?  If you are not a U.S. Citizen please submit a copy of your immigration documents.

What type of U.S. visa status do you have?

Is English your native language?  _____Yes  _____No  If no, please list your native language: ___________________________________________________

ETHNICITY

Are you Hispanic or Latino?  ___Yes  ___No

What is your race? (select one or more)

___American Indian or Alaska Native  ___Asian  ___Black or African American  ___Native Hawaiian or Other Pacific Islander  ___White

ACADEMIC INFORMATION

Admission Status  □ Beginning Freshman,  □ Transfer Student,  □ Second Degree,  □ Guest/Visiting Student,  □ High School Dual Enrolled

Intended major (See programs on page 1.) ___________________________________________________________________________________________

Session you wish to enter into IUSB:  ___ Fall (Aug.)  ___ Spring (Jan.)  ___ Summer I (May)  ___ Summer II (July)  _____ Year

HIGH SCHOOL

Name of High School  City  State  Graduation Date  (office use only)

Did or will you receive a high school equivalency diploma?  ___Yes  ___No  Date of diploma __/__/____  State ______  (If you did not complete high school, provide a copy of your high school equivalency exam scores.)

Did any of your parents or legal guardian(s) graduate from a college or university?  ___Yes  ___No

Are you a 21st Century Scholar?  ___Yes  ___No

Have you ever attended a post-secondary institution (for example, a college or university) as part of a dual credit/enrollment program?  ___Yes  ___No

Have you ever attended a post-secondary institution (for example, a college or university) after completing a high school or secondary school equivalency program?  ___Yes  ___No

COLLEGES/UNIVERSITIES ATTENDED

Begin with most current college/university attended, including IU campuses. Please use an additional piece of paper if necessary.

Name of School  City  State  Dates Attended  Degrees Earned  (office use only)

Application continued on reverse side.
**MILITARY EXPERIENCE**

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Have you received an honorable discharge from military service? ___Yes ___No ___Not Applicable ___Not Yet Discharged

**DISCIPLINARY AND CRIMINAL HISTORY**

Have you ever been arrested or convicted of a crime that has not been expunged by a court? □ No □ Yes*

Do you have any currently pending criminal charges against you? □ No □ Yes*

Have you ever been refused admission or subject to any disciplinary action for reasons other than academics (e.g., threatened or actual dismissal, expulsion, or probation) at any previous school? □ No □ Yes*

Have you engaged in any behavior that resulted in serious injury to any person(s) or personal property? □ No □ Yes*

*If you answer yes to any of these questions, include a one-page summary of the details, circumstances, and outcomes surrounding the activity. If you answered yes to any of these questions, please explain in detail on an additional sheet of paper and attach. Note that answering yes to any of these questions will not automatically disqualify you from admission, but failure to disclose could result in denial of admission or subsequent disciplinary action, including dismissal.

**RESIDENCY INFORMATION**

What is your state of legal residence? _______________ If you are claiming Indiana as your legal residence, please choose one of the following:

Dates you have lived in Indiana (Choose one): ___Birth to present From ___/___ to present From ___/___ to ___/___

□ Never resided in Indiana. (If you currently do not live in Indiana, attach an explanation of why you claim Indiana as your state of legal residence.)

If under 22 years of age, please answer the following questions:

Parent’s/Guardian’s Name______________________________ Sex (M or F) □

How are you related? ___Parent ___Legal Guardian ___Other Parent’s/Guardian’s Address same as student? Yes or No

If no: Address ____________________________________________ City___________________ State______ Zip________

In what state is your parent’s/guardian’s legal residence? ____________________ How long have they lived in that state? ____________

**APPLICANT SIGNATURE REQUIRED**

Signature (Please sign in ink.) _____________________________________________________________________________ Date _____________________________________________________________________________

Affirmation: [I understand that withholding pertinent information requested on this application or giving false information on this application will make me ineligible for admission or will make me subject to cancellation of admission if admission has already been granted or dismissal if already enrolled.] I certify that all statements on this application are correct and complete, including a report of possible collegiate credit and criminal or disciplinary history as described in the instructions on the application for admissions. I give my permission to officials at all institutions I have attended to release information needed by the University to substantiate statements I have made on this application. I grant IU South Bend permission to investigate my criminal or educational disciplinary background if necessary.

By sending a check for payment, you are authorizing IU South Bend to use information from your check to make a one-time electronic debit from your account at the financial institution indicated on your check. This electronic debit will be for the amount of the check and will post to your bank account within one day of receipt by us. The cancelled check will not be returned with your checking account statement. If we cannot post the transaction electronically, you authorize us to present an image copy for your check payment. You agree that if a third party submits a check on your behalf, that individual is your agent and was provided with these disclosures. Please contact (574) 520-4839 to learn about other payment options if you prefer not to have your check used in this way. See http://www.iusb.edu/~admissions/echeck

**IUSB REVIEWER USE ONLY**

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