INTERNATIONAL AND U.S. GLOBAL NOMAD TRANSFER APPLICANTS 2013-2014

AMERICAN UNIVERSITY
WASHINGTON, DC

HOW TO APPLY

A transfer applicant is anyone who has enrolled at a postsecondary institution after obtaining a secondary school diploma in the United States or in their home country.

1 APPLICATION CHECKLIST

Applicants apply online using the Common Application, available at **www.commonapp.org**. There is a US$65.00 fee for all applications.

To be considered for admission to AU as a transfer student, your application and **all** supporting documents listed below must be received by the appropriate deadline:

- Completed Common Application form, including essay, CV/resume
- Academic records with official transcripts and certified English translations, if applicable, for EACH postsecondary institution attended
- One or two letters of recommendation (optional)
- Demonstrated English proficiency
- Completed AU Certification of Finances form, available at **www.american.edu/admissions/international**, showing at least US$57,039 for first year of study and living expenses **
- Bank letter showing at least US$57,039 for first year of study and living expenses *
- Application fee of US$65.00

* Only for non-U.S. citizens who will need a student visa (F or J).

Important: Late applications will significantly reduce your chances of being admitted, as well as disqualify you from merit scholarship consideration.

2 APPLICATION DEADLINES

To begin your studies in August *(fall semester)*

- Priority deadline for all students seeking merit awards: March 1 (preferred)
- Final deadline for students living outside the United States: May 1
- Final deadline for students living within the United States: July 1

To begin your studies in January *(spring semester)*

- Spring (January) Semester deadline is November 1

3 SUBMITTING YOUR APPLICATION

Important: Please use a courier service (and keep your tracking number) to send your complete application packet to:

Undergraduate Admissions
Office of Enrollment
3201 New Mexico Avenue, NW
STE B1
Washington, DC 20016-8001
USA
Tel: +1-202-885-6000

If you have any questions regarding your application, please contact the International Admissions Office directly at intadm@american.edu.

4 ENGLISH PROFICIENCY

Course work at AU requires strong skills in the English language and academic preparedness. All applicants (including U.S. citizens) whose first language is not English are required to take one of the following exams and achieve the indicated scores to demonstrate a satisfactory level of English proficiency.

Please submit one of the following *:

TOEFL (Test of English as a Foreign Language)

1. Internet-based test score of 80 or higher
2. Paper-based test score of 550 or higher

IELTS (International English Language Testing System)

1. Composite score of 6.5 or higher.

Pearson Test of English (PTE)

1. Score of 53 or higher

*** To be considered competitive, a 90 iBT score or above is recommended. Sub-scores for each section of the TOEFL should be 20 or higher. IELTS sub-scores should be 6.0 or above.**

Please arrange for scores to be sent directly from the testing agency. (TOEFL Code: 5007)

* International applicants transferring from U.S. postsecondary institutions who have completed two university-level English writing courses (non ESL) with grades of C or better at an AG-rated, regionally accredited college or university, or with grades of B or better at an AP-rated college, are exempt from submitting scores from these examinations. Kindly note however that International Admissions reserves the right to evaluate all English composition course descriptions to determine if classes meet our criteria.

5 ACADEMIC RECORDS

To be considered for admission to AU, you must have strong academic credentials, which may include proof of both a rigorous secondary and postsecondary school curriculum.

If you have completed less than one year of full-time academic study at a postsecondary institution in the United States or overseas at the time of application (i.e. you have less than 24 semester credits per the U.S. system of higher education), please submit all of the following:

1. Your secondary school diploma and academic credentials (examination results and certificates, transcripts, etc)
2. Your academic credentials or transcripts from each postsecondary institution attended
3. SAT I scores (only if you completed high school in the United States)

Include any examination results such as GCSE, GCE, Bagrut, Tawjihi, French Baccalaureate, CAPE, Attestat, Abitur or Secondary School Leaving Certificates. Contact the international admissions office with any questions regarding submission of documents.

Certain exam results such as, but not limited to, IB, WAEC, GCE, GCSE, and CAPE must come directly from the examination board or authority.

If you have completed at least one year of full-time postsecondary academic study at the time of application, submit only your postsecondary academic credentials. No SAT scores or secondary school academic records are required.

In either case, please have academic records from **each** secondary and/or postsecondary school you attended sent directly from those schools to American University. These records should be submitted in their original language and accompanied by official English translations if applicable. You may submit certified or notarized copies of your original official transcripts if your country issues only one copy of your academic documents.

Contact **intadm@american.edu** with any questions regarding submission of documents.

6 ADVANCED CREDIT FOR POSTSECONDARY COURSEWORK

Courses completed at accredited postsecondary institutions within or outside the United States may be eligible to receive transfer credit.

If you are transferring from a two-year postsecondary institution, the maximum number of credits that may be transferred is 60. If you are transferring from a four-year postsecondary institution or university, the maximum number of credits that may be transferred is 75.

7 ADVANCED CREDIT FOR SECONDARY EXAMS

Students may be eligible to receive advanced credit for exams passed during secondary school. If you took IB, A Level, AP, Abitur, CAPE, or French Bac exams while in secondary school, visit **www.american.edu/admissions/examcredit.cfm** for full details on AU exam policies.

8 AU MERIT SCHOLARSHIPS

American University's merit awards for international transfer students are partial, not full, scholarships. They are highly competitive and based on a combination of outstanding academic achievement, excellent communication skills in English, leadership and community service.

No need-based financial aid is available to international students (non-U.S. citizens).

No separate application form or process is required to qualify for AU merit scholarships.

For the 2012–2013 academic year, merit awards for transfer students ranged from U.S.$6,000 to U.S.$12,000 per academic year. These funds are only available for two years of study and are based on successful continued academic performance.

Important for international transfer applicants who wish to be considered for AU's partial scholarships:

1. March 1 is the preferred deadline for fall (August) and spring (January) semesters.
2. Plan to apply for fall (August) semester. Pending availability of funding, spring (January) semester may also be an option.
3. Due to the competitive nature of AU transfer awards, priority will be given to qualified applicants who have successfully completed at least 45 or more credits of postsecondary education prior to applying to AU.
4. AU merit scholarships are offered only at the time of admission. There are no further opportunities to apply for AU partial scholarships once you have begun your studies.
5. No increases in scholarship amounts are available from year to year.

9 AU CERTIFICATION OF FINANCES FOR INTERNATIONAL STUDENTS

Important: Please note that AU does not provide need-based financial aid to non-U.S. citizens.

Applicants who required a student or exchange visa (F or J) must submit to the International Admissions Office the AU CFIS form and a bank letter, each showing proof of at least U.S. $57,039 for your first year of studies and living expenses.

These and all other supporting documents must be received by the appropriate application deadline.

Transfer-In Form: If you are currently studying in the United States on an F or J visa and decide to attend AU, you will be required to submit the "Immigration Transfer-In Form" before your AU I-20 or DS -2019 can be issued.

Visit **www.american.edu/oci/isss/Financial-Proof.cfm** for the AU Cost Guide, sample bank letters, and the AU CFIS and Transfer-In forms.

10 FOR MORE INFORMATION

Visit our online Transfer section:

AMERICAN.EDU/ADMISSIONS/INTERNATIONAL/TRANSFERCHECKLIST.CFM

You may also email any questions to:

INTADM@AMERICAN.EDU