

# UNDERGRADUATE ADMISSIONS

## Admission Requirements

In evaluating candidates for admission, the University seeks an entering class whose collective strengths will foster excellence within the University community; enhance the education of everyone within it; provide for the leadership of the educational, governmental, scientific, business, humanistic, artistic, and professional institution of the state, nation, and world; and enrich the lives of all the people of North Carolina.

The University evaluates individual candidates rigorously, holistically, and sympathetically. The members of the admissions committee seek to assess the ways in which each candidate will likely contribute to the campus community and enable the University to fulfill its mission. The qualities we seek include intellect, talent, curiosity, and creativity; leadership, kindness, and courage; honesty, perseverance, perspective, and diversity. Although we expect each successful candidate to demonstrate strength in many of these areas, we do not expect every candidate to be equally strong in all of them. Just as there is no formula for admission, there is no list of qualities or characteristics that every applicant must present.

In evaluating each candidate's academic record, the admissions committee considers not only the student's grades but also the courses attempted. Although each candidate's academic record and standardized test scores are important elements in the admissions decision, the candidate's essays, accomplishments outside the classroom, and personal qualities are also carefully considered.

By their anticipated date of enrollment, candidates for admission must have graduated from secondary school. In addition, the University asks that candidates present evidence of the capacity to cope with the demands of University life.

## Items Necessary for a Complete Application

### First-Year Admission

Students may apply for admission by following the instructions available at the Office of Undergraduate Admissions (<http://admissions.unc.edu>). In addition to the completed application, which includes the nonrefundable application fee (or fee-waiver request) and required essays, students are expected to submit the following materials:

- Official transcript(s) from all secondary schools and all colleges or universities attended
- Official results from the SAT or the ACT examination
- Counselor statement and one teacher recommendation (if the candidate is in his or her first year at a new school, a recommendation from the previous school is suggested)
- Any additional items or information requested in the application or by the Office of Undergraduate Admissions.

Applicants who plan to claim North Carolina residency are also required to submit a residency application with the North Carolina Residency Determination Service (RDS). (<https://ncresidency.cfnc.org/residencyInfo>)

In addition to the required information indicated above, applicants may submit information that will enhance the University's understanding of the student's background and preparation for college. The Office of Undergraduate Admissions, in its discretion, may deny admission to students who submit completed applications but who do not provide one or more of the materials listed above.

### Transfer Admission

Students are considered transfer applicants if they have attended one or more postsecondary institutions after graduating from high school. Students who are graduating from a Cooperative Innovative High School in North Carolina who are simultaneously earning a high school diploma and an associate degree may apply for either transfer or first-year admission. Transfer candidates may apply for admission by following the instructions available at the Office of Undergraduate Admissions (<http://admissions.unc.edu>).

In addition to the completed application, which includes the nonrefundable application fee (or fee-waiver request) and required essays, students are expected to submit the following materials:

- Official transcript from all colleges attended, including summer sessions and including any online or distance-education classes
- Official high school transcript (grades nine through 12)
- Official results from the SAT or the ACT examination (required only for applicants who would have first-year or sophomore standing upon UNC enrollment)
- Any additional items or information requested in the application or by the Office of Undergraduate Admissions
- Recommendation letter (academic, personal, or professional)
- Community standards form or criminal background check (for all enrolling transfer students and for other candidates as requested by the Office of Undergraduate Admissions).

Applicants who plan to claim North Carolina residency are also required to submit a residency application with the North Carolina Residency Determination Service (RDS). (<https://ncresidency.cfnc.org/residencyInfo>)

In addition, transfer candidates are expected to self-report the courses they have attempted and the grades and credit hours they have earned at all previous postsecondary institutions attended, using the online form provided for this purpose by the Office of Undergraduate Admissions.

The Office of Undergraduate Admissions, in its discretion, may deny admission to students who submit completed applications but who do not provide one or more of the additional materials listed above.

### Standardized Testing

In accordance with University policy, as well as procedures approved by the Advisory Committee on Undergraduate Admissions, members of the admissions committee evaluate each candidate rigorously, holistically, and sympathetically, with an eye towards assessing the candidate's capacity to contribute to the kind of campus community that will enable the University to fulfill its mission. Although each evaluation includes the results of standardized testing, these results do not constitute the sole or main criterion for admission. There are no cutoff or threshold scores – that is, no scores below which candidates are automatically denied admission, and no scores above which they are automatically offered admission. Instead, results from standardized testing represent one factor among many. For more about the role of

tests in admissions, please see the Office of Undergraduate Admissions (<http://admissions.unc.edu>).

## Fall/Winter Grades for Transfer Applicants

The Fall (and if applicable Winter) grades should be submitted to the Office of Undergraduate Admissions as soon as they become available. An application will be considered incomplete without them.

## High School Course Requirements

Students interested in attending the University should pursue a challenging high school curriculum. Such a curriculum will typically include at least five academic courses during each year of high school—preferably one each in the core disciplines of English, mathematics, social science, natural science, and foreign language. We also encourage our candidates to take at least five of the most rigorous courses available to them, including college-level courses offered through programs such as Advanced Placement, International Baccalaureate, or dual-enrollment programs. In evaluating academic performance in such a curriculum, we pay less attention to class rank and grade point average than we do to grades and to trends and patterns in grades.

Applicants for first-year admission are expected to meet the minimum high school (including the ninth grade) course requirements of the University of North Carolina system, which are listed in the *UNC Policy Manual* (Chapter 700.1.1.1[R]).

Candidates who do not fulfill these course requirements or qualify for exemption under the terms outlined in the *UNC Policy Manual* may still apply for admission and be considered for a possible exception, although such exceptions are made rarely. Because admission to the University is competitive, candidates should normally enroll in courses beyond these minimum requirements.

Since admitted students will take placement exams in foreign language, candidates should consider continuing in advanced foreign language courses during their final year in high school even if they have already met the minimum requirements.

Placement in courses during students' first semester at the University will be based on their performance on placement tests. Students may also receive credit for University courses based on dual-enrollment courses taken during high school. Although the student will take placement exams in some subjects at the University before the first semester begins, it is to the student's advantage to take placement tests in high school, especially those accepted by the University for placement purposes. For mathematics placement, the Department of Mathematics strongly recommends that enrolling students arrange to take the Mathematics 2 SAT Subject Test; although this test is not required for admission, many majors at Carolina require a quantitative reasoning course for which a mathematics placement score is necessary. Foreign language placement may be based on University placement exams, SAT Subject Tests, or College Board Advanced Placement tests. For English placement, students are required to take either English 105 at the University, or present an equivalent transferable course from another college or university. Students also are encouraged to take standardized tests that are recognized for placement in other subject areas.

## Dual Enrollment for High School Students

All courses attempted at UNC–Chapel Hill, including but not limited to summer session courses and dual-enrollment courses attempted while a student is still in secondary school, will be included in the UNC grade point average.

## Cooperative Innovative High School (Early College) Graduates

Students who graduate from a Cooperative Innovative High School (also known as “Early College”) in North Carolina with an associate degree may apply either as first-year or transfer candidates. For more information, please see the Office of Undergraduate Admissions. (<http://admissions.unc.edu>)

## Home-Schooled Students

The University welcomes applications from students schooled at home and imposes on those students no special or additional requirements for admission. Since the credentials of home-schooled students may lack some or most of the contextualizing information typically found in the credentials of students schooled in more traditional settings, many home-schooled students take steps to contextualize and clarify their achievement and potential.

In recent years these steps have included taking courses in local colleges or community colleges; joining community organizations; providing samples of academic projects (for example, essays or research papers) and detailed descriptions of courses; sending recommendations from non-family members who know candidates well and can comment specifically on their capacity for advanced academic work; and taking and submitting optional SAT Subject Tests.

## College Board Placement Tests

The University recognizes, for placement and degree credit, satisfactory scores on the College Board Advanced Placement, International Baccalaureate, and certain SAT Subject Tests. For more information, please visit the Office of Undergraduate Admissions (<http://admissions.unc.edu>).

Information about College Board tests and applications for specific tests may be obtained by visiting the College Board (<http://collegeboard.org>); by writing the Educational Testing Service (Rosedale Road, Princeton, NJ 08541) or by contacting a high school counselor. Applicants should apply to take a test six to eight weeks in advance of the actual test date.

## Transfer Candidates

The university system-wide requirements for transfer applicants are listed in the *UNC Policy Manual* (Chapter 700.1.1.1[R] (<http://www.northcarolina.edu/apps/policy/index.php?pg=dl&id=448&format=pdf&inline=1>)). Candidates who do not fulfill these requirements or qualify for exemption under the terms outlined in the *Policy Manual* may still apply for admission and be considered for a possible exception, although such exceptions are made rarely.

To be considered for transfer admission, students must present at least a C average (2.0 on a 4.0 scale) in all courses attempted at other accredited colleges and universities. However, a much higher average is required to be competitive.

Students also must be eligible to return to all institutions previously attended. Students who have less than a C average and who are, therefore, academically ineligible for consideration as transfer students may complete courses at another university in order to raise their grade point average to the point where they may be considered for transfer admission to the University. Courses attempted through any academic program at UNC–Chapel Hill cannot be used to increase a student's grade point average for the purpose of establishing transfer eligibility.

Once an applicant is admitted as a transfer student, all course credits taken at UNC–Chapel Hill become part of the student’s official transcript, and grades received are included in the grade point average.

A transfer student’s class standing upon admission is based on the number of credit hours accepted for transfer by UNC–Chapel Hill, not on the number of semesters enrolled at other colleges. For each 15 hours transferred upon enrollment, the student is considered to have completed the equivalent of one UNC–Chapel Hill semester. Summer enrollment at UNC–Chapel Hill immediately before the first-semester of full-time, degree-seeking enrollment will not count towards the calculation of class standing or semesters completed; nor will Advanced Placement, International Baccalaureate, or other by-examination credit earned.

Although all students at UNC–Chapel Hill are expected to graduate within eight total semesters of postsecondary enrollment, transfer students who enter with 30 or more transferable hours will be granted permission to enter a ninth or tenth semester after meeting with an advisor.

Specifically:

- A new transfer student with fewer than 15.0 transferable credit hours will be regarded as having completed no semesters and will have first-year standing upon enrollment at UNC–Chapel Hill.
- A new transfer student having between 15.0 and 29.9 transferable credit hours will be regarded as having completed one semester and will have first-year standing upon enrollment at UNC–Chapel Hill.
- A new transfer student having between 30.0 and 44.9 transferable credit hours will be regarded as having completed two semesters and will have sophomore standing upon enrollment at UNC–Chapel Hill.
- A new transfer student having between 45.0 and 59.9 transferable credit hours will be regarded as having completed three semesters and will have sophomore standing upon enrollment at UNC–Chapel Hill.
- A new transfer student having between 60.0 and 75.0 transferable credit hours will be regarded as having completed four semesters and will have junior standing upon enrollment at UNC–Chapel Hill.

Offers of admission typically are extended before an applicant’s transfer credit can be fully evaluated. As a result, while transfer students are advised of their likely classification at the point of admission, this classification is provisional until confirmed by notification of transfer credits earned.

## Transfer of Credit

The University will award credit hours for courses from other accredited institutions when the student has made a satisfactory grade (a C or its equivalent) and when a similar course is offered by the University. If a passing grade of D is earned for such a course, the course may be used to fulfill degree requirements (for example, general education and major/minor requirements), but no credit hours will be awarded. If no passing grade is earned, no credit or hours will be granted. In most cases, professional courses and courses taken from nonaccredited institutions (including foreign institutions) will not transfer. The Office of Undergraduate Admissions may grant credit from foreign institutions to entering transfer students when the student provides an evaluation conducted by the World Education Services (<http://www.wes.org>) (WES®). For other institutions, the courses must be approved through the appropriate University departments, and the departments will determine if the course(s) may be applied toward requirements for the degree.

The Office of Undergraduate Admissions will not award any credit hours to currently enrolled UNC–Chapel Hill students for courses taken outside the United States, including study abroad courses offered by colleges and universities accredited within the United States. Credit will only be awarded for such courses if the UNC–Chapel Hill Study Abroad Office in the College of Arts and Sciences has approved them. If a student enrolls in a study abroad program offered through a UNC professional school and not the College of Arts and Sciences, the student must seek approval through that professional school.

The University honors the official Comprehensive Articulation Agreement with the North Carolina Community College System.

The University will consult two publications when settling questions that arise concerning the transfer of credit: *Transfer Credit Practices*, published by the American Association of Collegiate Registrars and Admissions Officers, and *Accredited Institutions of Post-Secondary Education*, published by the American Council on Education.

A student may petition any University course credit evaluation provided by the Office of Undergraduate Admissions (<http://admissions.unc.edu>) through the appropriate academic department. Additional information about having courses reevaluated is available at Undergraduate Admissions. The academic department will determine how many, if any, credits can be awarded.

Students seeking transfer to the University may wish to plan their courses at their current institution in a way that will ensure the transfer of those courses. The University encourages such prior planning, and the Office of Undergraduate Admissions will assist prospective transfer students with it.

The University will award a maximum of 75 semester hours of transfer credit if the student’s last attended institution was a four-year institution. Students may transfer credit hours from a two-year institution only while they are earning their first 64 hours of college credit. For example, if a student has transferred fewer than 64 credit hours from two-year institutions but has earned 64 or more total credit hours (including hours from UNC–Chapel Hill or other four-year institutions), the student cannot transfer any additional credit hours from a two-year institution.

If a student enrolls in a course at a two-year institution concurrently with enrollment in courses at a four-year institution (including UNC–Chapel Hill), transfer credit hours will not be awarded for the course taken at the two-year institution if the hours from the concurrent courses at the four-year institution bring the total earned hours to 64 or more.

For the calculations described herein, credit hours are tallied according to the chronological order in which the courses are taken, not according to the sequence in which documentation of the credits are submitted to the Office of Undergraduate Admissions.

### Reverse Transfer Credit Initiative

Students who transfer to UNC–Chapel Hill from a North Carolina community college lacking six or fewer credit hours required for an Associate of Arts (A.A.) or Associate of Sciences (A.S.) may transfer credit earned at UNC to fulfill their degree requirements, and they may subsequently use the A.A. or A.S. degree to fulfill all of the University’s lower-division, General Education requirements, with the exception of foreign language or lifetime fitness, provided they complete the following steps within the specified time frame. In order to apply this credit, students should:

- Consult with an academic advisor at their North Carolina community college before the first semester of full-time enrollment at UNC–Chapel Hill, whether fall or spring, to identify UNC–Chapel Hill courses that will satisfy the remaining requirements for the A.A. or A.S. degree;
- Meet with their UNC–Chapel Hill academic advisor no later than the first day of classes for the first semester of full-time enrollment at UNC–Chapel Hill, whether fall or spring, to discuss their intent to fulfill the University’s General Education requirements through the reverse transfer initiative;
- Complete the six or fewer required hours for the A.A. or A.S. within the first semester of full-time enrollment at UNC–Chapel Hill, whether fall or spring; and
- Provide proof from the community college of the A.A. or A.S. degree before the beginning of the third semester of full-time enrollment at UNC–Chapel Hill, whether fall or spring.

### Military-Affiliated Students

We welcome applications from veterans of the United States military, active-duty servicemen and women, and their dependents. All persons who have completed a minimum of three years of active duty service will be considered transfer students with the branch of service functioning as the institution of transfer. Veterans and those who remain on active duty may earn as many as 12 hours of University credit for their military education and training, depending upon their experience. Those on active duty will be eligible to have the application fee waived and may qualify for the military tuition benefit, which allows them to attend the University at the in-state tuition rate. Students who are eligible for GI Bill or other veteran education benefits must apply directly to the U.S. Department of Veterans Affairs for these funds.

Active-duty service members and veterans may accelerate their degree path by participating in UNC Core, a program administered by the William and Ida Friday Center for Continuing Education (<http://fridaycenter.unc.edu>). They may enroll in online and/or correspondence general education courses. Students may:

- Earn the UNC Core Certificate: Students will complete nine courses from a distance for academic credit, earning a total of 27 to 28 academic credit hours in key subject areas. All courses are taken and a certificate is awarded through UNC–Chapel Hill.
- Take individual courses from a distance for academic credit through seven participating University of North Carolina universities.

With both options, students may fulfill most general education requirements for entry into a degree completion program. Admission to UNC Core does not guarantee admission to degree-seeking programs at UNC–Chapel Hill. Students who are ultimately interested in completing undergraduate degrees will need to apply separately for admission to their intended degree programs.

For more information, please visit the Office of Undergraduate Admissions (<https://admissions.unc.edu>).

### Application and Notification Deadlines

First-year applicants may apply for admission for their choice of one of two deadlines, neither of which is binding. The Office of Undergraduate Admissions does its best to evaluate applications similarly across the two deadlines but cannot guarantee complete consistency between the two, since earlier decisions are made before the size and strength of the entire applicant pool is known.

Decisions will be posted securely online for all applicants. For the latest first-year admission deadlines and notification dates, please visit the Office of Undergraduate Admissions (<http://admissions.unc.edu>).

The application deadline and notification dates for sophomore and junior admission to the College of Arts and Sciences and the School of Media and Journalism are available at the Office of Undergraduate Admissions (<http://admissions.unc.edu>). The admission deadlines and notification dates for junior transfer applicants to the professional schools with programs in dental hygiene, clinical laboratory science, health policy and management, nursing, radiologic science, and biostatistics vary by department. Please contact the specific department for additional information.

### Appeals of Admissions Decisions

For information on appealing an admissions decision, refer to the Admissions Appeal Procedure in the Admissions Policy (p. 7) section of this catalog.

### Programs with Limited Admissions

Only a small number of transfer students will be admitted to the professional schools offering majors in allied health and public health, information and library science, and media and journalism programs. Junior transfer students planning to major in business administration, certain education programs, environmental health science, and nutrition must enroll in the College of Arts and Sciences and complete at least one semester before applying for admission to the professional schools offering these degree programs. Students interested in one of these fields may wish to consider another major as a second choice; however, even if admitted to an alternate program, students cannot be guaranteed subsequent admission to their first choice of major. In addition, notification of acceptance to these programs is generally later than for other programs.

### Health Program Majors

Early applications for these programs are encouraged. After completion of the fall semester, a transcript of that semester’s work should be submitted. Applicants should also contact the specific department for additional application materials and specific program requirements.

Junior transfer applicants for the pharmacy program must apply directly to the School of Pharmacy. Junior transfer applicants also must provide Pharmacy College Admission Test scores as part of the application. Sophomore students must apply directly to the Office of Undergraduate Admissions.

### Music or Dramatic Art Majors

First-year and transfer students applying as music majors should contact the director of undergraduate studies in music at 101 Hill Hall to arrange an audition. Please indicate whether you wish to study voice or an instrument; if an instrument, please indicate which one. Students applying to major in the dramatic arts should contact the director of undergraduate studies in dramatic art at 222 Center for Dramatic Art.

### Confirmation of Acceptance

The University requires a nonrefundable enrollment deposit, due by May 1 for first-year admission or mid-May for transfer admission or within two weeks of receipt of the admission decision for students admitted after the deadline, whichever is later.

Degree-seeking students who wish to start their studies during the summer must notify the Office of Undergraduate Admissions of their plans and pay their summer fees as well as the fall term deposits to reserve a space for the fall term.

## Admission of International Students

International students are considered for admission on the same basis as other candidates and must provide the same information required of all other applicants. In addition, international students are required to submit results on the Test of English as a Foreign Language (TOEFL) (minimum score of 100), the International English Language Testing System (IELTS) (minimum band score of 7), or the Pearson Test of English (minimum score of 68) if English is not their native language. As a condition of enrollment, all entering students who have completed coursework from a foreign college or university that is not accredited within the United States must have their official transcripts evaluated by World Education Services (<http://www.wes.org>) (WES®).

United States immigration law requires proof of financial support for the student's entire program of study. Before enrollment, admitted students must provide documentation that they have sufficient funds in a bank to cover the first year of tuition and living expenses. See the section "Finances and Financial Aid" in this catalog for information on expenses. The University will issue the necessary visa documentation to those students who are formally admitted to the University. International students should not leave their native country intending to enroll at the University until they have received a formal letter of acceptance and appropriate visa documents.

Questions concerning international student life on the UNC–Chapel Hill campus should be referred to the Foreign Student Advisor, CB# 5240, Room 2004 FedEx Global Education Center, 301 Pittsboro Street, The University of North Carolina at Chapel Hill, Chapel Hill, NC 27599-5240.

## Readmission

After their first enrollment at UNC–Chapel Hill, students who withdraw, or for any other reason fail to complete a semester, or who do not enroll in one or more fall or spring semesters must apply for readmission through the Office of Undergraduate Admissions in order to return to courses on the UNC–Chapel Hill campus in a subsequent fall, spring, or summer term. Application for readmission should be made as early as possible and no later than the stated deadline found on the application for readmission. The readmission application is available at the Office of Undergraduate Admissions (<http://admissions.unc.edu>). Applicants who plan to claim North Carolina residency are also required to submit a residency application with the North Carolina Residency Determination Service (RDS). (<https://ncresidency.cfnc.org/residencyInfo>)

A student leaving the University with an academic deficiency must restore his or her eligibility in order to be readmitted as a regular student. For restoration of eligibility, see the section on Academic Eligibility in the Academic Standing (<http://catalog.unc.edu/policies-procedures/academic-standing>) section of this catalog.

Students who have enrolled in courses at another college or university since their last enrollment at the University of North Carolina at Chapel Hill must submit transcripts of these courses and must have maintained a C average for all such courses attempted in order to be eligible for readmission. The grade point average required for readmission is based on all courses attempted on all campuses. (By contrast, a student's

UNC–Chapel Hill grade point average is based on UNC–Chapel Hill courses only.)

Students leaving the University for medical or disciplinary reasons must be cleared by the appropriate office before being readmitted.

To be readmitted, a student must have a 2.000 cumulative UNC–Chapel Hill grade point average, or have successfully appealed for probation through the Office of Undergraduate Retention, a cumulative ratio of completed-to-attempted credit hours of at least two thirds, and the following cumulative number of academic semester credit hours passed:

- 9 academic hours to enter a second semester
- 24 academic hours to enter a third semester
- 36 academic hours to enter a fourth semester
- 51 academic hours to enter a fifth semester
- 63 academic hours to enter a sixth semester
- 78 academic hours to enter a seventh semester
- 93 academic hours to enter an eighth semester
- Special permission of the dean to enter a ninth semester

If a student who earned the status of probation either withdraws from or does not enroll in that probationary semester, the student may employ that probationary status, if needed, when next applying for readmission to a fall or spring semester. By contrast, probationary status granted by an appeals committee is valid only for the specific term for which it is granted.

### Nontraditional Readmission

The University's policy for traditional readmission as an undergraduate requires former students to fulfill certain minimum requirements. These requirements include a specified cumulative grade point average and number of academic hours passed based on their total number of semesters in residence. However, the University recognizes that individuals can gain personal and intellectual maturity over time. In such cases, the University may choose to evaluate applicants for readmission on the basis of their current academic promise rather than their earlier academic performance.

Under this policy, the University will review applicants who have not been enrolled full time in a formal educational program for at least five years and who, by their life experiences, might be considered nontraditional applicants. Readmission to the College of Arts and Sciences under this policy requires the approval of the associate dean for advising or the appeals committee of the college. Readmission to a professional school under this policy requires the approval of the professional school to which the student is seeking readmission.

Advising and degree-granting bodies within the University will monitor the performances of all individuals admitted under this policy. This monitoring will provide up-to-date guidance and counseling and ensure that each person readmitted fulfills the requirements for continued enrollment as specified in the letter from the student's dean's office. Students who fail to meet these requirements and who lose their academic eligibility must then meet traditional readmission requirements before they will be permitted to continue their enrollment at the University. A nontraditional readmission to the University is granted only once.

Because the University must adhere to enrollment projections, readmission cannot be guaranteed even if the student is academically eligible.

## Admission as a Summer School Visitor

Any student who has not been regularly enrolled or has not been admitted for a fall semester in any school in the University should send an application for admission as a visiting summer student to the Dean of Summer School, CB# 3340, 134 E. Franklin Street. Applicants (undergraduates and high school students) who plan to claim North Carolina residency are also required to submit a residency application with the North Carolina Residency Determination Service (RDS). (<https://ncresidency.cfnc.org/residencyInfo>)

Students who are in residence at the University will register for a summer session through their academic dean or advisor and need not make a separate application to the Dean of Summer School.

## Admissions Confidentiality

The University of North Carolina at Chapel Hill will protect the privacy of all students seeking admission through the Office of Undergraduate Admissions by soliciting and receiving all academic and nonacademic records obtained for the purpose of admission on the condition that they be held in confidence by the University. No information obtained through the admissions process will be shared with individuals, internal or external to the University, other than the chancellor, the provost, and members of the Advisory Committee on Undergraduate Admissions and its subcommittees.

Though current federal legislation allows students enrolling at the University access to their files, candidates do not have access to their applications.

Exceptions to this confidentiality policy will be made only at the direction of the chancellor or the provost.

## Further Information

For additional information and services related to the admission of first-year and transfer students, please contact the Vice Provost for Enrollment and Undergraduate Admissions, CB# 2200, Jackson Hall, The University of North Carolina at Chapel Hill, Chapel Hill, NC 27599-2200.

## Intra-University Transfer

Transfer from one school or college within the University is possible with the approval of both academic deans concerned.

## Other Credit Programs

### Carolina Courses Online

Carolina Courses Online is a distance-education program that offers UNC–Chapel Hill courses over the Internet. For most courses, class sessions are not required, but courses follow the semester schedule. Access to the Internet and email are required in order to enroll. The courses are administered through the William and Ida Friday Center for Continuing Education (<http://fridaycenter.unc.edu>), (919) 962-1134, [cco@unc.edu](mailto:cco@unc.edu).

Undergraduate students in the College of Arts and Sciences are limited to 24 credit hours toward a degree at UNC–Chapel Hill through Carolina Courses Online, Summer School, and other for-credit UNC–Chapel Hill courses offered completely via similar modalities.

See the section in this catalog under “Distance-Learning Courses via the Friday Center for Continuing Education” for additional information.

## Self-Paced Courses

Many undergraduate distance-education opportunities are available through Self-paced Courses, including online and print-based correspondence courses. Students can enroll at any time, work at their own pace, and take up to nine months to complete a course. Undergraduate students in the College of Arts and Sciences are not allowed to take Self-Paced Courses and have them count towards their degree except in unusual circumstances; written consent of the student’s dean is required in order to enroll.

Students found academically ineligible to continue in resident study at the University should consider enrolling in Carolina Courses Online and/or Summer School. If extraordinary circumstances exist, a student may contact his or her dean to discuss using Self-Paced Courses to restore eligibility.

Application forms and course listings for Self-Paced Courses may be found at the William and Ida Friday Center for Continuing Education (<http://fridaycenter.unc.edu>), CB# 1020, (919) 962-1134.

## Admission to Part-Time Classroom Studies

Part-Time Classroom Studies is the academic unit in the William and Ida Friday Center for Continuing Education (<http://fridaycenter.unc.edu>) through which area adults (customarily students aged 24 and older) enroll in University courses part time. Both undergraduate and postbaccalaureate students are admitted without respect to age, gender, race, color, national origin, religion, creed, disability, veteran’s status, sexual orientation, gender identity, or gender expression.

Part-Time Classroom Studies students may register for a maximum course load of eight credit hours per semester. A small selection of courses is scheduled for the evening hours; the University’s daytime courses are also open to Part-Time Classroom Studies students if space permits.

Undergraduate or high school students desiring to enroll through Part-Time Classroom Studies must submit a nonrefundable application fee and apply through the Office (<http://admissions.unc.edu>) of Undergraduate Admissions. (<https://admissions.unc.edu>) Applicants (undergraduate and high school students) who plan to claim North Carolina residency are also required to submit a residency application with the North Carolina Residency Determination Service (RDS). (<https://ncresidency.cfnc.org/residencyInfo>)

Admission is limited for both prospective degree candidates and for those seeking to take courses for personal benefit and enjoyment. To be eligible, students must have been away from a traditional school setting for at least 12 months and must have graduated from a secondary school. Admission is available to UNC–Chapel Hill faculty and staff employees. Traditional students who have been denied full-time admission to the University are not immediately eligible for enrollment through Part-Time Classroom Studies. All students admitted as prospective degree candidates must meet minimum University requirements for admission. In considering prospective degree candidates for admission, the Office of Undergraduate Admissions shall use the same admissions criteria that it uses to evaluate comparable full-time, degree-seeking students applying to the University. For information about those criteria, please see the sections on first-year and transfer admission above. Students who have a baccalaureate degree may apply

online at the William and Ida Friday Center for Continuing Education. (<http://fridaycenter.unc.edu>)

Admission to Part-Time Classroom Studies does not constitute admission to a degree program at the University. Undergraduates wishing to pursue a degree must be accepted for transfer into one of the degree-granting schools or colleges of the University. For a bachelor's degree a minimum of 45 academic credit hours must be earned from UNC–Chapel Hill, and at least 24 of the last 30 academic credits must be earned from UNC–Chapel Hill courses. Beyond these minimum course requirements, students attempting to transfer from Part-Time Classroom Studies into one of the degree-seeking schools or colleges of the University must present evidence that they are prepared to make satisfactory progress towards the degree. Postbaccalaureate students must apply and be accepted to a graduate degree program.

Undergraduate students enrolled through Part-Time Classroom Studies for personal benefit and enjoyment may apply to convert to degree-seeking status. Such applications will be reviewed in light of the criteria for admission to Part-Time Classroom Studies for degree-seeking status.

## Orientation and New Student Registration

Summer orientation offers a range of programs intended to introduce new students and their parents to the University; to acquaint them with the academic opportunities available to undergraduates; to aid them in their adjustment to campus living; to offer other information, discussion, and academic advice; and to help them thrive when they join the Carolina community. New student orientation continues when students arrive in the fall with a variety of activities during the Week of Welcome.

## Transfer Student Orientation

All new undergraduate students admitted as sophomore or junior transfers are required to attend one of the summer orientation programs designed specifically for transfer students to learn about life at Carolina.

During this one-day transfer orientation program, new transfer students meet and interact with faculty, staff, and other new transfer students. Students attend a formal welcome, learn about academic advising, learn about the services and educational opportunities, and, if applicable, complete a foreign language placement examination.

To help ensure the availability of preferred courses, transfer students should register for fall classes prior to summer orientation. Transfer students may enroll online to register for courses as soon as their deposit is paid and the personal identification number (PID number) is generated.

## The University of North Carolina at Chapel Hill: Admissions Policy

- All qualified persons are welcome to seek admission to the University of North Carolina at Chapel Hill, and all persons may apply for and accept admission confident that the policy and regular practice of the institution are not to discriminate in offering access to its educational programs and activities on the basis of age, gender, race, color, national origin, religion, creed, disability, veteran's status, sexual orientation, gender identity, or gender expression. (See University and Administrative Policies (<http://policies.unc.edu/policies/nondiscrim>)).
- Projections of the number of students to be admitted and enrolled in any year shall be determined:
  - by the capacity of the institution to meet the instructional and other needs of students in the colleges, schools, departments,

curricula, or other programs to which applicants seek admission and

- by enrollment levels approved for budgetary or other appropriate purposes.
- When at any time the number of qualified applicants for admission exceeds the number of persons who can be admitted and enrolled (as determined by the criteria specified in II above), those to be offered admission shall be selected on the basis of:
    - recognition of the institution's special responsibility to residents of North Carolina and
    - the institution's judgment of the applicant's relative qualifications for satisfactory performance in the specific college, school, department, curriculum, or other program to which the applicant seeks admission.

Provided that the criteria set forth hereinafter are met, this policy of competitive admissions shall not prevent the admission of selected applicants:

- who give evidence of possessing special talents for University programs requiring such special talents,
- whose admission is designed to help achieve variety within the total number of students admitted and enrolled, or
- who seek educational programs not readily available at other institutions.

In seeking variety within the total number of students admitted and enrolled, the University shall affirm its commitment to achieve excellence, to provide for the leadership of the educational, governmental, scientific, business, humanistic, artistic, and professional institutions of the state and nation, and to enrich the lives of all the people of North Carolina.

In the application of this policy of competitive admissions to nonresident students, preference for admission may be given to nonresident applicants who are children of alumni of the institution.

- Admission of persons to the specific colleges, schools, curricula, or other programs of the institution shall be governed by the provisions set forth below.

## Undergraduate Admissions

Admission of undergraduate students to colleges or schools to pursue programs leading to a baccalaureate degree shall be the responsibility of the Office of Undergraduate Admissions. The Admissions Office shall apply policies and procedures that, not inconsistent with policies adopted by the Board of Trustees, are approved by the Advisory Committee on Undergraduate Admissions.

In the application of the provisions set forth in III above, preference for admission shall be given to qualified residents of North Carolina; however, in recognition of the educational and other values accruing to North Carolina students, to the institution, and to the state from participation of nonresident students in the programs of the institution, nonresidents may be admitted in the entering first-year class in numbers likely to result in no more than 18 percent nonresident enrollment in the entering first-year class.

Admission of undergraduates shall be to the first-year class, to other classes by transfer after satisfactory completion of one or more years

of acceptable college-level work in some other institution(s) of higher education, or to Part-Time Classroom Studies.

Admission and enrollment of persons who are candidates for financial aid for which athletic ability is a consideration shall be conditional upon compliance with applicable regulations of the Atlantic Coast Conference and the National Collegiate Athletic Association.

## Admission to the First-Year Class

Admission to and enrollment in the first-year class shall be conditional upon graduation from secondary school with such units of secondary school academic course credit as may be specified by the Office of Undergraduate Admissions; however, if all other criteria are met, the Admissions Office may make exceptions to the secondary school graduation and course credit requirements in accordance with procedures approved by the Advisory Committee on Undergraduate Admissions.

Criteria employed for determination of each applicant's qualifications for admission shall include:

1. satisfactory evidence of scholastic promise based upon the applicant's previous academic record, recommendations from schools previously attended, scores on selected tests of scholastic aptitude or achievement, and the applicant's written application for admission, and
2. satisfactory evidence of the applicant's capacity to cope with the demands of University life.

## Admission by Transfer

Admission and enrollment by transfer from another institution shall be conditional upon a satisfactory academic record on work undertaken in all other institutions attended, satisfactory recommendations from institutions previously attended, and eligibility to return to all previously attended institutions of higher education.

## Part-Time Classroom Studies Admissions

Eligibility for admission to Part-Time Classroom Studies shall normally be limited to adult individuals living within commuting distance of Chapel Hill.

Admission to Part-Time Classroom Studies of an applicant who does not hold a baccalaureate degree shall be the responsibility of the Office of Undergraduate Admissions. Such admissions shall be either

- For full credit, applicable toward fulfillment of degree requirements, in which case the minimum requirements shall be the same as those for admission to degree programs and in which case the Office of Undergraduate Admissions shall review each applicant using the same admissions criteria as for comparable full-time, degree-seeking students applying to the University; OR
- For personal benefit and enjoyment, in which case the applicant may be exempted from the qualitative requirements for admission to degree programs. Notwithstanding this exemption from qualitative requirements, the applicant must have graduated from an approved or accredited secondary school and must demonstrate the capacity to cope with the demands of University life.

Admission to Part-Time Classroom Studies of an applicant who is currently enrolled in high school shall be the responsibility of the Office

of Undergraduate Admissions. Such admissions shall be considered only when an applicant:

1. seeks to enroll in a University course for which there is no comparable course at the student's secondary school and
2. demonstrates adequate preparation for the course in which the student seeks to enroll.

Admission to Part-Time Classroom Studies of an applicant who holds a baccalaureate degree shall be the responsibility of the William and Ida Friday Center for Continuing Education. Such admissions shall be for personal benefit and enjoyment, for the satisfaction of prerequisite requirements for professional or graduate programs, or for transfer of credit to a postbaccalaureate degree program, in which case the applicant may be exempted from the qualitative requirements for admission to degree programs.

## Graduate School Admissions

With recognition of the institution's special responsibility to residents of North Carolina but without restrictions based on residence status, admission to The Graduate School shall be a selective process with the objective of enrolling from the pool of applicants for each discipline those students who, in the judgment of the institution, are best qualified to pursue graduate degrees in their chosen academic fields. Admission of graduate students shall be the responsibility of the dean of The Graduate School with the advice and assistance of the Administrative Board of The Graduate School and of the graduate faculties of the departments, schools, and curricula authorized to offer graduate degree programs.

For admission to The Graduate School, the applicant must

- Hold a baccalaureate degree from an accredited college or university in the United States or its equivalent from an institution abroad
- Present a strong overall record of academic achievement
- Be in good standing in the last-attended institution where graduate work has been or is being taken, and
- Be admitted as a degree student unless there are exceptional circumstances justifying admission for nondegree study with the approval of the dean of The Graduate School.

The graduate student enrollment level for each school, department, or curriculum shall be determined for each academic year by the dean of The Graduate School following consultation with each of the schools, departments, and curricula concerned.

## Professional School Admissions

Admission of students to the professional degree programs in schools other than The Graduate School and to nondegree programs in the schools of the Division of Health Affairs shall be, in each of these schools, the responsibility of its established committee on admissions, which shall apply policies, procedures, and requirements, not inconsistent with the provisions of this policy, adopted by the faculty of the school and approved by the chancellor or his delegate.

## Summer Admissions

Admission of applicants to any summer session shall be the responsibility

- Of the Office of Undergraduate Admissions with respect to those who wish to begin in the summer an undergraduate program of study that will continue into the following academic year or that is intended to

lead to a baccalaureate degree from the University of North Carolina at Chapel Hill, as well as those undergraduates already enrolled in this institution who wish to return for undergraduate work in the summer

- Of The Graduate School with respect to those who wish to begin a degree program of graduate study in the summer, as well as those graduate students already enrolled in this institution who wish to return for graduate study in the summer
- Of Part-Time Classroom Studies in the Friday Center for Continuing Education with respect to those who wish to begin in the summer on a part-time basis as a postbaccalaureate nondegree student, as well as those already enrolled in the University of North Carolina at Chapel Hill who wish to return for part-time study in the summer.

Admission to Summer School by the Office of Undergraduate Admissions, The Graduate School, and Part-Time Classroom Studies shall be in conformity with the provisions set forth in this policy for other undergraduate and graduate admissions.

Admission to Summer School by the dean of Summer School shall be in conformity with policies, procedures, and requirements adopted by the Administrative Board of Summer School. Each such admission shall terminate as of the last day of that summer term and shall include no commitment, stated or implied, for admission of the student to any subsequent semester or session of the University of North Carolina at Chapel Hill.

1. Appeals concerning individual admission, or admission rescission, decisions shall be governed by the admissions appeal procedure contained in Appendix A.

*\* This policy adopted by resolution of the Board of Trustees on September 3, 1976.*

*\* Amended by Board of Trustees, August 24, 1984.*

*\* Amended by Board of Governors, March 14, 1986.*

*\* Amended by Board of Trustees, May 27, 1994.*

*\* Amended by Board of Trustees, effective January 1, 2006.*

*\* Amended by Board of Trustees, effective January 23, 2014.*

## Appendix A: Admissions Appeal Procedure

**Revised August 2016.** This document sets forth the procedures to be followed with respect to the appeal of a negative admissions decision, including a decision to rescind an admission that has already been granted.

### 1. Appeal to Admissions Officer

Appeals concerning individual admission, or admission rescission, decisions may be had only if it is contended that

- a. a provision set forth in the University of North Carolina at Chapel Hill admissions policy ("admissions policy") has been violated or
- b. the decision not to admit the individual or to rescind admission resulted from a material procedural error in the admissions process.

An applicant's omission of relevant information from the original application for admission will not ordinarily constitute grounds for an appeal; nor will academic or personal circumstances that changed after the submission of the application. Such an appeal

shall be lodged by the applicant-appellant with the administrative officer (the director of undergraduate admissions, the dean of The Graduate School, the dean of the professional school concerned, or the dean of Summer School) whose office had responsibility for the admission in question (hereafter the "admissions officer") within 30 days after the University posts the appellant's online decision. The appeal shall be in writing and shall set forth the grounds for the appeal.

Upon receipt of the appeal, the admissions officer or the admissions officer's designee shall review the applicant-appellant's file and appeal letter and shall communicate his or her decision to the appellant in writing

### 2. Appeal to Provost

The decision of the admissions officer may be appealed to the provost only if it is contended that

- a. a provision set forth in the admissions policy has been violated or
- b. the decision not to admit the individual or to rescind admission resulted from a material procedural error in the admissions, or appeal, process.

An applicant's omission of relevant information from the original application for admission or from the appeal to the admissions officer will not ordinarily constitute grounds for an appeal; nor will academic or personal circumstances that changed after the submission of the application or the appeal to the admissions officer. Such an appeal shall be lodged with the provost by filing a letter of appeal specifying the grounds for the appeal within 15 days after the appellant has received the letter communicating the decision of the admissions officer.

The appeal shall be heard by the provost or the provost's designee, and the appellant, at his or her option, may appear in person or conduct the appeal by telephone. Following the hearing, the provost or designee will communicate the decision to the appellant in writing. The decision of the provost is final, and no further appeal is available.