What Happens Once a Student Is Admitted?

Progression From Admission Through Graduation
Once a student accepts Seattle Pacific's offer of admission, an educational journey begins. Here is an overview of what to expect from admission to graduation.

<table>
<thead>
<tr>
<th>Entrance</th>
</tr>
</thead>
<tbody>
<tr>
<td>The University gives an <strong>offer of admission</strong> to the student. The student accepts the offer of admission by sending the University an <strong>advance tuition payment</strong>. (Page 17.)</td>
</tr>
</tbody>
</table>

| The student is required to attend **Early Registration for new students**. Early Registration is a one-day program for all new students designed to help them handle the nuts and bolts of entering college and registering for classes. (Page 18.) Students are assigned **faculty advisors**. (Page 44.) |

| Orientation 2004: **Orientation for new students and their families**. (Page 18.) Student moves into residence hall. (Page 36.) |

<table>
<thead>
<tr>
<th>Enrolled</th>
</tr>
</thead>
<tbody>
<tr>
<td>Students build connections on campus with faculty and peers, through work experiences and campus activities. (Page 37.)</td>
</tr>
</tbody>
</table>

| Students receive notification via email to register for the next quarter. After reading this information, a student makes an **appointment with his or her faculty advisor**. (Page 44.) |

<table>
<thead>
<tr>
<th>Graduation</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Baccalaureate degree</strong> awarded upon completion of all University degree requirements. The diploma is sent approximately four weeks after degree completion is confirmed. (Page 54.)</td>
</tr>
</tbody>
</table>

Welcome to the ranks of SPU alumni!
Admissions

Seattle Pacific University admits students with academic characteristics that predict their success in the University programs to which they seek enrollment and who exhibit personal qualities that indicate a contribution to the objectives of the University.

In line with its original charter, students are admitted without discrimination as to race, color, nationality, creed, age or sex. A strong college preparatory program in high school is recommended and prepares students for success at the university level. In addition to academic ability, such factors as intellectual curiosity, goals, leadership, responsibility, personal and social adjustments, Christian commitment and a desire to serve the community are considered.

Depending on space available, a waitlist process may be required to manage the entering class. Admission to the ACCESS Program may be granted to applicants who have a demonstrated need for study-skills assistance. Admission to the University does not automatically constitute admission to the particular program or school in which a student wishes to study.

Specific admission requirements are located in each academic program section in the Catalog. Seattle Pacific University reserves the right to admit or re-admit any student at its discretion.

You’re Invited to Visit the Campus

Words and pictures provide impressions of Seattle, but to fully appreciate it, you must see it in person.

The same is true for Seattle Pacific University. Located in a quiet residential neighborhood, SPU’s campus is parklike, combining the latest technology and buildings with longstanding traditions. It’s a premier campus only a few minutes from Seattle’s bustling, cosmopolitan city center.

College students agree that a campus visit is the best way to discover whether a university is a good match. So we make it easy.

A visit includes transportation to and from commercial carriers, overnight accommodations and discount hotel rates for parents. Meals on campus are provided for student visitors, as are campus tours. There are several opportunities for students to schedule a visit:

Campus Preview. Campus Preview offers prospective students an in-depth look at life on campus. This special weekend event is an opportunity for more than 200 students to attend classes, meet professors, spend the night on campus in the residence halls, and attend information workshops and athletic/social events.

Senior Preview. This event occurs once in the autumn and once in the winter. It is a special opportunity for high school seniors to attend classes, meet professors, spend the night on campus and participate in community activities.

SPU Fridays. On special SPU Fridays, small groups of prospective students receive the red-carpet treatment with a personalized itinerary.

Individual Visit. If you can’t attend one of the organized events, we will be happy to schedule a personal visit for you on another day.

To arrange a visit to Seattle Pacific University, give us a call at (206) 281-2021 or (800) 366-3344 toll free. We’ll take care of the details.

Application for Admission

General Instructions for All Applicants

Students interested in applying for admission should request admission materials early by contacting the Undergraduate Admissions or visiting the Web site.

Applications are available online at www.spu.edu, as well as in the back of this Undergraduate Catalog and the Viewbook. Application materials for admission must meet the following dates for each respective quarter:

<table>
<thead>
<tr>
<th>All Materials Must Be Received By</th>
<th>To Be Admitted For</th>
</tr>
</thead>
<tbody>
<tr>
<td>Autumn 2005</td>
<td>June 1, 2005</td>
</tr>
<tr>
<td>Winter 2006</td>
<td>November 15, 2006</td>
</tr>
<tr>
<td>Spring 2006</td>
<td>February 15, 2006</td>
</tr>
<tr>
<td>Summer 2006</td>
<td>May 15, 2006</td>
</tr>
</tbody>
</table>

Each applicant is responsible for providing all items required with the application, including a $45 nonrefundable application fee.

Students desiring financial aid and scholarship consideration should file the Free Application for Federal Student Aid (FAFSA) with the federal processor as soon as possible after January 1 and submit all application materials before March 1. Need-based financial aid award decisions (grants, loans and student employment) for students who meet these deadlines are processed beginning the second week in March. Merit scholarships (not based on need) are awarded on a rolling basis beginning mid-January. Further information and instructions for financial aid applications may be obtained from Student Financial Services.

Procedures for Students Entering Directly From High School

1. **Application:** Complete the Seattle Pacific University Undergraduate Admission Application and send to Undergraduate Admissions early in the seventh semester (first semester of the senior year) along with the $45 application fee and the two required essays.

2. **High School Transcript:** During the first semester of the senior year, arrange for an official transcript to be sent by the high school last attended. Applicants are also responsible to request that their eighth semester grades be forwarded upon graduation. High school counselors are encouraged to provide additional information, if they desire.

3. **Entrance Examination:** Take either the College Board Scholastic Aptitude Test (SAT-I) or the American College Test (ACT). Information and registration forms may be obtained from the student’s high school counselor. For updated information regarding the new SAT and ACT changes, please see the SPU Web site. The addresses for testing information are as follows: College Entrance Examination Board (SAT-I), Box 1025, Berkeley, CA 94701, or on the Web at www.collegeboard.org; American College Testing Program (ACT), P.O. Box 414, Iowa City, Iowa 52290, or on the Web at www.act.org. It is recommended that applicants take the SAT-I or ACT by January of their senior year.

4. **Recommendations:** Applicants should request an academic recommendation from a teacher or counselor familiar with their academic qualifications and a personal recommendation from a minister, youth leader, employer or professional associate. (Use forms with application materials.)

Procedures for Transfer Students

1. Follow steps 1, 2 and 4 listed above for high school students.

2. Send official transcripts from all colleges previously attended.

3. Students who have earned (prior to matriculation at SPU) an approved associate of arts degree (transfer program) from a Washington, Oregon or California community college or from Central Christian College of Kansas will enter with all University Core and Exploratory Curriculum requirements, including the foreign language proficiency requirement, fulfilled. (See the listings at the end of this section for specific degrees accepted under this agreement.)

4. All transfer students should review the Transfer Student section on the following pages for further information on SPU’s transfer policies.

5. Running Start students should follow the process for high school students.
SAT/ACT scores are not required for initial transfer application review, but may be requested upon the discretion of the admissions committee. However, official test scores are required for math proficiency test exemption. (See B.A. Requirements Section: Placement/Proficiency Testing Program.)

Associate degrees from Washington state community colleges that transfer directly to SPU to fulfill University Core and Exploratory Curriculum requirements include the following:

Bellevue Community College, Associate in Arts and Sciences
Big Bend Community College, Associate in Arts and Sciences
Cascadia Community College, Associate in Integrated Studies
Centralia College, Associate in Arts, Associate in Liberal Arts
Clark College, Associate in Arts
Columbia Basin Community College, Associate in Arts and Sciences
Edmonds Community College, Associate of Arts, option I
Everett Community College, Associate in Arts and Sciences, option II
Grays Harbor College, Associate in Arts
Green River Community College, Associate in Arts
Highline Community College, Associate of Arts, option A
Lower Columbia College, Associate in Arts and Sciences, plan B
North Seattle Community College, Associate of Arts or Associate of Science
Northwest Indian College, Associate of Arts and Sciences
Olympic College, Associate in Arts and Sciences, option A
Peninsula College, Associate of Arts or Associate of Arts, honors
Pierce College, Associate in Arts and Sciences
Seattle Central Community College, Associate of Arts or Associate of Sciences
Shoreline Community College, Associate in Arts and Sciences, option A
Skagit Valley College, Associate in Arts, University and College Transfer
South Puget Sound Community College, Associate of Arts
South Seattle Community College, Associate of Arts or Associate of Science
Spokane Community College, Associate in Arts
Spokane Falls Community College, Associate in Arts
Tacoma Community College, Associate in Arts and Sciences, option A
Walla Walla Community College, Associate in Arts
Wenatchee Valley Community College, Associate in Arts and Sciences
Whatcom Community College, Associate in Arts and Sciences
Yakima Valley College, Associate of Arts

The Associate of Science degree Option 1 and Option 2 are also accepted in transfer to SPU. However, these programs do not automatically fulfill University Core and Exploratory Curriculum requirements. Each program is evaluated depending on the student’s intended major at Seattle Pacific University by Student Academic Services.

The associate degree from Oregon that transfers directly to SPU to fulfill University Core and Exploratory Curriculum requirements (and 5 of the required 15 University Foundations credits) is the Uniform Oregon Associate of Arts degree.

Students transferring from California junior colleges must complete the IGETC (Intersegmental General Education Transfer Curriculum) as part of their associate degree in order to transfer to SPU with University Core and Exploratory Curriculum requirements fulfilled.


The Early Action program at Seattle Pacific University is a nonbinding agreement for students who select SPU as their first choice. Early Action candidates must submit their application by December 1, 2004, and all supporting materials (recommendations, transcripts, test scores, etc.) must be received by March 1, 2005.

Early Action students are given first consideration for admission, campus housing, financial aid and scholarships, provided they meet housing and financial aid application deadlines. (See Costs and Financial Aid; Residence Status and Financial Aid for details.)

**Washington State Running Start Program**

Accepted students who have completed college-level coursework under the Washington state’s Running Start Program will be awarded transfer credit, up to a maximum of 90 credits. They should follow the same admission procedures for students entering directly from high school, plus submit an official community college transcript. The transfer courses must be described in the catalog of an accredited Washington state community college and must be posted on an official college transcript. Students who are currently in the Running Start program and have not yet graduated from high school will be considered for high school scholarships, regardless of the number of credits earned.

**Homeschooled Students**

SPU recognizes that greater numbers of students are receiving instruction at home instead of through a traditional high school program. Homeschooled students are required to submit application materials as stated for all students. In addition, students should submit an ACT score, a copy of their reading list and information regarding the curriculum used in their homeschool program. While interviews are not required, they may be helpful. Homeschooled students may be required to submit a G.E.D. if their records are of marginal academic quality. Admission for homeschooled students will depend heavily on test scores, writing ability and academic curriculum.

**Early Admission**

Qualified students may enroll at SPU prior to completing all required units in high school. Only students highly recommended for Early Admission will be considered. Such students rank among the top students in their class with high aptitude test scores. Requirements include evidence of completion of junior year in high school, outstanding high school record and test scores, and a letter of recommendation from the high school principal approving early college admission and concurrent high school completion at SPU. Evidence of high school completion (high school transcript with graduation date or G.E.D.) is required in order to receive financial aid. Contact Undergraduate Admissions for details.

**Advanced Placement/CLEP/International Baccalaureate/PEP**

Matriculated students at Seattle Pacific University may earn up to 49 quarter credits through University-recognized testing and advance credit programs. These include the Advanced Placement Testing Program (AP), College Level Examination Program (CLEP), Proficiency Examination Program (PEP), International Baccalaureate (IB) and SPU’s Credit by Examination. These examination credits, plus community college and unaccredited college credits, cannot exceed 90 quarter credits. Credits are evaluated for Exploratory Curriculum requirements at the time a student enters SPU in accordance with the following policies:

**Advanced Placement**

The following is a list of AP tests and their acceptance at SPU. A score of 3, 4 or 5, unless otherwise noted on the AP exam, will award the student the number of credits listed. If students believe courses may also fulfill major requirements, they may contact the appropriate department for their review.
### Recommended AP Equivalents

<table>
<thead>
<tr>
<th>AP Test</th>
<th>Credits</th>
<th>Exploratory Curriculum</th>
<th>SPU Acceptance</th>
</tr>
</thead>
<tbody>
<tr>
<td>American Government</td>
<td>5</td>
<td>SSB</td>
<td>POL 1120</td>
</tr>
<tr>
<td>Comparative-Government</td>
<td>5</td>
<td>SSB</td>
<td>POL 2320</td>
</tr>
<tr>
<td>Art-Drawing</td>
<td>5</td>
<td>AHA/AHC</td>
<td>ART 1102</td>
</tr>
<tr>
<td>Art-General</td>
<td>5</td>
<td>AHA/AHC</td>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>Art-History</td>
<td>5</td>
<td>AHA/AHC</td>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>Art 2-D (design is not accepted.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Art 3-D (design is not accepted.)</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Biology</td>
<td>5 (score: 4 or 5)</td>
<td>NSA</td>
<td>BIO 2101</td>
</tr>
<tr>
<td>Chemistry</td>
<td>5 (score: 4 or 5)</td>
<td>NSB</td>
<td>CHM 1211</td>
</tr>
<tr>
<td>Computer Science-A</td>
<td>5 (score: 4 or 5)</td>
<td>NSB</td>
<td>CSC 1230</td>
</tr>
<tr>
<td>Computer Science-AB</td>
<td>5 (score: 3)</td>
<td></td>
<td>CSC 1230</td>
</tr>
<tr>
<td></td>
<td>10 (score: 4 or 5)</td>
<td></td>
<td>CSC 1230 and 2430</td>
</tr>
<tr>
<td>Economics-Micro</td>
<td>5</td>
<td>SSB</td>
<td>ECN 2101</td>
</tr>
<tr>
<td>Economics-Macro</td>
<td>5</td>
<td>SSB</td>
<td>ECN 2102</td>
</tr>
<tr>
<td>Environment Science</td>
<td>5 (score: 4 or 5)</td>
<td>NSA</td>
<td>BIO 1100</td>
</tr>
<tr>
<td>Language-Composition</td>
<td>5</td>
<td></td>
<td>Elective course</td>
</tr>
<tr>
<td>Literature-Composition</td>
<td>5</td>
<td>AHB/AHC</td>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>History-American</td>
<td>5</td>
<td>SSB</td>
<td>HIS 2502/2503</td>
</tr>
<tr>
<td>History-European</td>
<td>5</td>
<td>SSB</td>
<td>HIS 1202</td>
</tr>
<tr>
<td>Human Geography</td>
<td>5</td>
<td>SSB</td>
<td></td>
</tr>
<tr>
<td>French-Language</td>
<td>5 (score: 3)</td>
<td></td>
<td>FRE 1103*</td>
</tr>
<tr>
<td></td>
<td>10 (score: 4)</td>
<td></td>
<td>FRE 1103*</td>
</tr>
<tr>
<td></td>
<td>15 (score: 5)</td>
<td></td>
<td>FRE 1103*</td>
</tr>
<tr>
<td>French-Literature</td>
<td>5</td>
<td>AHB/AHC</td>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>German-Language</td>
<td>5 (score: 3)</td>
<td></td>
<td>GER 1103*</td>
</tr>
<tr>
<td></td>
<td>10 (score: 4)</td>
<td></td>
<td>GER 1103*</td>
</tr>
<tr>
<td></td>
<td>15 (score: 5)</td>
<td></td>
<td>GER 1103*</td>
</tr>
<tr>
<td>Latin-Vergil</td>
<td>5 (score: 3 or 4)</td>
<td></td>
<td>LAT 1103*</td>
</tr>
<tr>
<td></td>
<td>10 (score: 5)</td>
<td></td>
<td>LAT 1103*</td>
</tr>
<tr>
<td>Latin-Horace</td>
<td>5</td>
<td>AHB/AHC</td>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>Math-AB</td>
<td>5 (score: 4 or 5)</td>
<td>MA</td>
<td>MAT 1225</td>
</tr>
<tr>
<td>Math-BC</td>
<td>10 (score: 4 or 5)</td>
<td>MA</td>
<td>MAT 1225, 1226</td>
</tr>
<tr>
<td>Music-Literature</td>
<td>5</td>
<td>AHB/AHC</td>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>Music-Theory</td>
<td>5</td>
<td>AHB/AHC</td>
<td>MUS 1160</td>
</tr>
<tr>
<td>Physics-B</td>
<td>5</td>
<td>NSB</td>
<td>PHY 1101</td>
</tr>
<tr>
<td>Physics-C Mechanical</td>
<td>5</td>
<td>NSB</td>
<td>PHY 1121</td>
</tr>
<tr>
<td>Physics-C Electric</td>
<td>5</td>
<td>NSB</td>
<td>PHY 1121</td>
</tr>
<tr>
<td>Psychology</td>
<td>5</td>
<td>SSA</td>
<td>PSY 1180</td>
</tr>
<tr>
<td>Spanish-Language</td>
<td>5 (score: 3)</td>
<td></td>
<td>SPN 1103*</td>
</tr>
<tr>
<td></td>
<td>10 (score: 4)</td>
<td></td>
<td>SPN 1103*</td>
</tr>
<tr>
<td></td>
<td>15 (score: 5)</td>
<td></td>
<td>SPN 1103*</td>
</tr>
<tr>
<td>Spanish-Literature</td>
<td>5</td>
<td>AHB/AHC</td>
<td>Arts and Humanities</td>
</tr>
<tr>
<td>Statistics</td>
<td>5</td>
<td>MA</td>
<td>MAT 1360</td>
</tr>
</tbody>
</table>

*Consult with the Languages Department for placement.

### CLEP/PEP

Students who have completed CLEP exams with scores in the 50th percentile (C grade range) may receive 5 quarter credits. A listing of tests and scores is available in Student Academic Services. PEP credits are determined on an individual basis.

### International Baccalaureate

Students can receive college credit at Seattle Pacific University in their higher level subjects. Five quarter credits are granted for each higher level subject in which a grade of 5 or higher is earned. Further information is available in Student Academic Services.

### Transfer Student Information

#### Students Entering From Regionally or AABC Accredited Colleges and Universities

Students desiring admission to Seattle Pacific University from another regionally accredited institution or American Association of Bible Colleges (AABC) accredited institution will follow the procedures for transfer students. All records submitted for admission become the property of SPU and are considered a part of the student's official file and permanent record. Failure to submit transcripts from all institutions attended, including high school, may result in dismissal from the University. Advanced standing will be determined on the basis of the credentials submitted by the candidate. In every case, however, the following conditions will apply:

1. A transfer student must be in good standing at all prior institutions attended.
2. Transfer students who have successfully completed any number of college credits from an accredited institution at the time of application may not be required to take the American College Test (ACT) or the College Board Scholastic Achievement Test (SAT-I).
3. It is the student's responsibility to ensure that final official transcripts reflecting coursework subsequent to admission are received by SPU. The absence of final coursework will affect the student's class standing, eligibility for financial aid and progress toward degree completion.
4. The average grade in all courses accepted for advanced standing from each school must be C (2.0) or higher. This means that for every grade of D accepted there must be another grade of at least B or its equivalent for an equal number of credits. Exception: For AABC accredited institutions, no grade below C (2.0) will be accepted.

5. Transfer associate degrees earned after matriculation at SPU will not be recognized toward fulfillment of Exploratory Curriculum, University Core requirements and foreign language requirements.

6. A combined total of not more than 90 credits will be accepted from all two-year colleges, including unaccredited schools, AP, CLEP and I.B. Existing Washington, Oregon and California community-college associate degree transfer agreements will be honored as they apply to Exploratory Curriculum requirements.

7. Credits in excess of 20 in any one term will not be transferred. This includes courses taken concurrently by media, correspondence or extension at more than one institution, as well as non-credit courses.

8. An undergraduate transfer student is required to earn a minimum of 45 credits in residence at SPU including 15 upper-division credits in his or her major at SPU to be eligible for a degree. See individual majors for additional degree requirements.

9. One-credit courses, except physical education (PE) activity, applied music and selected computer courses, ordinarily are not transferable.

10. No more than 3 credits of PE activity coursework and/or varsity sports will be transferred from all transfer institutions combined.

**Students Entering From Regionally Unaccredited Colleges**

Seattle Pacific University welcomes transfer students from all institutions. While the absence of accreditation raises questions concerning the nature and quality of an institution’s programs, SPU recognizes that institutions may not seek accreditation for a variety of reasons related to mission, sponsoring entity requirements, etc. SPU will, therefore, review credentials from unaccredited institutions at the student’s request. An official transcript and copy of the unaccredited institution’s catalog must accompany a written request for review.

If SPU determines that the institution’s credits are acceptable, specific credits may be transferred with the following limitations and conditions:

1. Only college-level academic courses will be transferred. Vocational, technical and practicum courses will be transferred only with faculty approval.
2. To be accepted a course must have a grade of C (2.0) or better.
3. Only courses of at least 2 quarter credits will transfer (except physical education, selected computer and applied music).
4. The cumulative GPA of transferable courses must be 2.0 or better (on 4.0 scale).
5. Courses comparable to SPU Exploratory Curriculum categories or courses will apply to the appropriate Exploratory Curriculum and University Core categories.
6. A maximum of 10 credits in biblical literature courses may be accepted as elective credits only.
7. Application of credits to major requirements is a determination made by faculty in the individual discipline.
8. The maximum number of credits transferred, when combined with community college and advanced credit/testing programs, will not exceed 90.

Except as outlined above, the conditions for students entering from accredited colleges will apply. A student transferring from an unaccredited college may be required to present acceptable scores on either the College Board Scholastic Aptitude Test (SAT-I) or the American College Test (ACT).

**Transfer Student University Foundations Requirements**

All credits earned at a recognized accredited institution in areas offered by Seattle Pacific University will usually be accepted without discount. Students who have earned, prior to matriculation at SPU, an approved associate degree (Washington, Oregon and California community college transfer program or Central Christian College of Kansas) are considered to have completed the Exploratory Curriculum and University Core (but not University Foundations) requirements, including the foreign language and mathematics proficiency requirements, of SPU. Most transfer students are exempt from the English Placement program. For possible exemptions, see Math and English Testing section.

SPU considers the University Foundations requirements to be at the heart of its approach to higher education. Therefore, each transfer student is expected to complete these requirements at SPU.

Transfer students with junior or senior standing upon admission will complete 10 credits in Foundation studies with 5 credits in UFDN 3001, Christian Scriptures, followed by 5 credits in UFDN 3100, Christian Theology. Each transfer student with freshman or sophomore standing upon admission will complete the full 15-credit requirement by completing UFDN 1000, UFDN 2000 and UFDN 3100.

If a transfer student has taken Bible courses at a member institution of the Council for Christian Colleges and Universities, up to 10 credits may be accepted toward the fulfillment of the University Foundations requirements for students who enter SPU with freshman or sophomore standing, and up to 5 credits may be transferred toward the requirement for students who enter SPU with junior or senior standing. If Bible courses have been transferred from another accredited Christian liberal arts college that is not a member of the Council of Christian Colleges and Universities, up to 5 credits may be granted toward fulfillment of the Christian Scriptures requirement. If a transfer student has taken Bible courses from an accredited Bible college, up to 5 credits may be granted in fulfillment of the Christian Scriptures requirement.

In all cases, students must complete at least 5 of their required Foundations credits at Seattle Pacific University.

**International Students**

The goal of the international student program is to provide educational opportunities for qualified students from a variety of cultural backgrounds. SPU seeks to admit students who would most benefit from the distinctives of the institution.

International students entering from U.S. schools must submit the same applications, transcripts, letters of recommendation and test scores as other entering freshmen or transfer students, as well as the following (please refer to the International Admission application):

1. Submit a TOEFL score of 550 minimum (213 on the computer-based test).
2. Provide an official confidential statement of financial support in U.S. dollars (such as an official bank statement) covering each year of intended enrollment.
3. Submit two recommendations and a personal essay (use the International Admission Application for forms).
Students who wish to enter directly from schools in foreign countries must have a grade point average equivalent to a 3.0 in the grading system used in this University. The Test of English as a Foreign Language (TOEFL) is required of all non-native English speaking international students. Graduates of high schools in countries where the school system provides for less than 12 years of instruction before college are expected to complete at least 12 years of schooling in their own country before being admitted to SPU. Students may receive college credit for A Level exams if their marks are very high.

Students may meet the SPU English proficiency requirement for admission by completing the ACE language program and receiving a full recommendation from the American Cultural Exchange Program (ACE) on the SPU campus prior to admission to SPU. Students who receive a full recommendation from ACE are not required to submit a TOEFL score.

Non-Matriculated International Students
Undergraduate international students may take no more than 45 credits toward a degree before being formally admitted to the University, and post-baccalaureate students are limited to 15 such credits. Non-matriculated students (those who have not been formally admitted to the University) are expected to submit an acceptable official TOEFL score (a minimum score of 550 for the paper version of the test or 213 for the computer-based test) to Student Academic Services, and must pay for their courses at the point of registration. Students seeking to enroll in courses at SPU while attended another institution must also submit a letter of permission from their host institution.

SPU welcomes international students and encourages them to seek full admission to the University at the earliest opportunity.

U.S. Citizens (Immigrants) Who Are Non-Native English Speakers
Students whose first language is not English and who wish to enter SPU directly from high school or to transfer from another institution must demonstrate English proficiency. This may be demonstrated in a number of ways, including submitting a satisfactory Scholastic Aptitude Test (SAT-I) Verbal score, satisfactory performance in high school or college-level English courses or TOEFL score.

To Accept an Offer of Admission
Applicants will receive a letter of their acceptance/denial to the University. To accept an offer of admission, follow these steps:

1. **Advance Payment.** A $200 advance payment is the student’s acknowledgment of intention to enroll. This payment should be submitted to the Office of Admissions. This guarantees a place in the entering class and allows the student to register for classes. This payment is credited to the student’s account and is applied toward the initial tuition payment. The advance payment should be submitted on or before May 1, 2005, the national candidates reply date.

2. **Housing Registration.** All students, upon admission to the University, will be mailed detailed housing materials, including information on the housing application process and room reservation deposit.

3. **Health Record.** Along with the notification of admission, each student will receive a medical health history form, to be completed and returned to Student Health Services. This medical history is required of students who are (1) entering SPU for the first time, (2) returning after an absence of more than one calendar year, or (3) have previously attended Summer Quarter but are entering regular University classes for the first time. Health insurance is available to all matriculated students enrolled for at least 9 credits. Insurance information is available in Student Financial Services.

All international students are required to enroll in the University Student medical insurance plan. Any exceptions to this requirement are subject to the approval of the Health Center. Proof of comparable coverage from a provider based in the United States or an acceptable reciprocal agreement is necessary for waiver approval.

Application for Re-Admission
If a student has been away from SPU for fewer than nine quarters after completing courses as a matriculated student, that student is still considered an “active” student at SPU. He or she may register for classes at SPU without completing paperwork for undergraduate admissions. Any transfer work completed during the student’s absence must be submitted to Student Academic Services. The student will be responsible to complete the same degree requirements as expected upon his or her first quarter of matriculation at the University. An associate degree completed while a student is considered “active” at SPU will not be recognized.

Students who would like to re-enroll after nine quarters (two years) have passed must submit all new application materials. The Office of Admissions will inform the student if additional credentials need to be submitted. Admission will be governed by the policies regulating the admission of the level the student is reactivating under (a student who was admitted to SPU out of high school and is reactivating after attending another institution is now considered a transfer student.)

Undergraduate and post-baccalaureate students who have interrupted their study at SPU for more than two calendar years will graduate under the requirements listed in the Catalog current at the time of re-entry. Class standing will be recalculated to include all credits earned and transfer credits accepted prior to readmission.

ACCESS Program
The ACCESS program is offered to students who would benefit from additional personal and academic support during their first year at SPU. This program provides individualized academic support, monitoring and advising. Additionally, students enroll in two study-skills classes to equip them for college course expectations and to clarify educational and professional goals. Participation in the ACCESS program may be an expectation for some students upon admission or may be a voluntary option. The charge for three quarters of participation is $300. Questions about the program can be directed to the Center for Learning at (206) 281-2475.

Disability Support Services
The University assists students with disabilities with access through a variety of services for students with disabilities. Any student requiring special assistance should contact the Center for Learning at (206) 281-2475 to make arrangements for an intake interview to determine the level of assistance needed. Students are required to provide documentation of the nature of their disability at that time.
**Entrance Programs Once Students Accept Admission: Early Registration and Orientation**

**Early Registration — Initial Advisement and Registration**

All new undergraduate students, including transfer students, receive initial advisement and register for classes as part of the Early Registration program before the first quarter of matriculation. Early Registration is a one-day program that provides students with the opportunity to confer with an advisor about the selection of classes, register for classes, receive an official University ID card, take the Math Proficiency Exam (if required) and make financial arrangements. Once students have completed the program, they will be prepared to go through New Student Orientation.

**Orientation of New Students and Families**

New Student Orientation sessions are held each quarter. Autumn Quarter orientation includes four days of orientation to the academic and social community of SPU. Brief orientation sessions are offered Winter and Spring Quarters. All of these sessions are designed to help new students prepare for the academic, spiritual and social life at SPU. They also offer opportunities for students to become better acquainted with the University and its programs of study, and to meet faculty and classmates. Attendance at orientation is required and provides students with the essential information for a successful transition to University life.

**Post-Baccalaureate Admission**

Students who have been awarded a baccalaureate degree and wish to complete a second undergraduate degree may apply through the Undergraduate Admissions. Students should contact Undergraduate Admissions for the Post-Baccalaureate Admission Application. Required materials for admission consideration include a completed and signed Post-Baccalaureate Admission Application, $45 application fee, one letter of recommendation addressing character and academic ability, an official copy of the final transcript from the institution that granted the baccalaureate degree (showing the granted degree), any additional transcripts showing post-baccalaureate work, and a response to the essay question found in the application for admission.

While SPU may recognize a bachelor’s degree from a school that holds accreditation from the AABC (Accrediting Association of Bible Colleges), the state of Washington does not recognize these institutions when issuing teaching certificates. Therefore, post-baccalaureate students admitted to SPU from institutions that are not regionally accredited must complete an additional bachelor’s degree or a master’s degree along with the teacher certification program if they wish to obtain teacher certification for the state of Washington.

*Note to SPU graduates: SPU graduates do not need to submit a letter of recommendation. Only transcripts reflecting work at other institutions must be submitted.*