Application for
Undergraduate Admission at
Metropolitan State University

Where life and learning meet.℠

An equal opportunity educator and employer.
How to apply...

- Print in ink or type. Complete the form accurately. International students may obtain the official international application at www.metrostate.edu or by contacting the Admissions Office.

- Send a completed Metropolitan State University application with a nonrefundable $20 application fee (check or money order required) to the Metropolitan State University Admissions Office, 700 East Seventh Street, Saint Paul, Minnesota 55106-5000.

- If you are applying as a high school student, have an official copy of your high school transcript(s) and your ACT scores sent to the Admissions Office. If you have earned credits at a college, university or technical college, official transcripts from those institutions must also be sent to the Admissions Office.

- If you are applying as a transfer student, request official transcripts from ALL previously attended postsecondary institutions to be sent directly to the Admissions Office. If you have earned less than 16 college-level semester credits, also send your high school transcript(s).

- Application and official transcript submission deadlines (note, some professional programs have separate application deadlines and application periods):
  - Fall Semester—June 15
  - Spring Semester—Nov. 15
  - Summer Semester—March 15

Admission Requirements for High School Students

- If you rank in the top 50 percent of your high school class and have met the college preparation standards, you will be admitted to Metropolitan State University.

- If you do not rank in the top 50 percent of your high school class but have achieved a composite score in the ACT, PSAT or SAT at or above the 50th percentile on the national norms (for example, the composite score for the ACT is 21), have met the college preparation standards and have a satisfactory class rank, you will be admitted to Metropolitan State University.

- If you graduated from high school before 1994, you are not required to complete the college preparation standards. You will need to submit your high school transcript.

- If you do not meet the above admission requirements, your application will be reviewed on the basis of strength of college preparation course work, grade point average, probability of success, academic progression as well as class rank and ACT test scores. Supplemental information may also be requested before an admission decision is made.

Admission Requirements for Transfer Students

- Transfer students who have completed at least 16 college-level semester credits at a regionally accredited college or university with a minimum 2.00 cumulative grade point average will generally be admitted to Metropolitan State University.

- Transfer students who have fewer than 16 college-level semester credits at the time of application must also submit a final high school transcript or GED certificate. GED recipients must request their official GED scores from the appropriate agency to be forwarded directly to the Admissions Office. Additional information may be requested before an admissions decision is made. Eligibility for admission will be based on the high school and collegiate records.

- Note that some majors and programs have additional specific admission requirements and criteria.

Financial Aid

- To apply for need-based financial aid, go to the Free Application for Federal Student Aid (FAFSA) Web site at www.fafsa.gov or request an application form from the Financial Aid Office. You may wish to attend information sessions offered by high schools in December and January.
First College (FC)
- Individualized B.A.
- Aviation Management (B.A.)
- Technology Management (B.A.S.) *
- FC Undecided

College of Arts and Sciences (CAS)
- Applied Mathematics (B.S.)
- Biology (B.A. and B.S.)
- Computer Forensics (B.A.S.)
- Computer Information Systems (B.A.)
- Computer Science (B.S.)
- English (B.A.)
- English Teaching (B.S.)
- Ethnic Studies (B.A.)
- Gender Studies (B.A.)
- History (B.A.)
- Liberal Arts (B.A.)
- Life Sciences Teaching (B.S.)
- Mathematics Teaching (B.S.)
- Philosophy (B.A.)
- Professional Communication (B.A.)
- Screenwriting (B.A.)
- Social Science (B.A.)
- Social Studies Teaching (B.S.)
- Technical Communication (B.A.)
- Theater (B.A.)
- Writing (B.A.)
- CAS Undecided

College of Management (CM)
- Accounting (B.S.)

College of Nursing and Health Sciences (CNHS)
- Nursing (R.N. to B.S.N.)
- Dental Hygiene

College of Professional Studies (CPS)
- Alcohol and Drug Counseling (B.S.)
- Early Childhood Studies (B.A.S.) *
- Human Services (B.S.)
- Human Services (B.H.S.)
- Focus areas:
  - Corrections
  - Disability Services

College of Professional Studies (CPS) Undecided

Family Studies
- Human Services Administration
- Social Gerontology
- Training and Adult Development
- Violence Prevention and Intervention
- Psychology (B.A.)
- Social Work (B.S.W.)
- Teacher Education (Urban Early Childhood Education, Urban Elementary Education, Middle School and Secondary Licensure)
- Communication Arts and Literature
- Life Sciences
- Mathematics
- Social Studies
- Undecided
- CPS Undecided

School of Law Enforcement and Criminal Justice (SLC)
- Criminal Justice (B.A.)
- Law Enforcement (B.S.)
- Law Enforcement Licensing Certificate (Requires bachelor's degree)

Note: The university is asking you to provide information that includes private and/or confidential information under state and federal law. The university is asking for this information in order to process your application.

You are not legally required to provide the information the university is requesting; however, the university may not be able to effectively process your application if you do not provide sufficient information. With some exceptions, unless you consent to further release of private information, access to this information will be limited to school officials, including faculty who have legitimate educational interests in the information. Under certain circumstances, federal and state laws authorize release of private information without your consent:

- to other schools in which you seek or intend to enroll, or are enrolled;
- to federal, state or local officials for purposes of program compliance, audit or evaluation;
- as appropriate in connection with your application for, or receipt of, financial aid;
- to your parents, if your parents claim you as a dependent student for tax purposes;
- if the information is sought with a subpoena, court order, or otherwise permitted by other state or federal law; and
- to an organization engaged in educational research or an accrediting agency.

Metropolitan State University abides by the provisions of Title IX and other federal and state laws forbidding discrimination on the basis of sex, race, color, national origin or handicap and all other state and federal laws regarding equal opportunity. This document can be made available in alternate formats, such as large print or cassette tape, upon request by calling one of the numbers below.

If you have been arrested, charged or convicted of any criminal offense, you should investigate the impact that the arrest, charge or conviction may have on your chances of employment in the field you intend to study or on your chances to obtain federal, state and other higher education financial aid.

Metropolitan State is an equal opportunity educator and employer.

Admissions Office, Saint Paul .......................... 651-793-1302
Disability Services ........................................ 651-793-1549
TTY .................................................. 651-772-7687

TTY . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . . 651-772-7687
**PERSONAL DATA**

<table>
<thead>
<tr>
<th>Name (Last, First, Middle)</th>
<th>Application Date</th>
</tr>
</thead>
</table>

Name used in high school records or in other educational records and transcripts if different from above (Optional) (Last, First, Middle)

___ ___ ___ - ___ ___ - ___ ___ ___  Metropolitan State University uses Social Security numbers for student identification purposes on student records. Providing your Social Security number is voluntary. If you do not provide this number, your application will still be processed. This data is requested for purposes of administration, program evaluation and consumer and alumni data. Your number also may be used to create summary information about university programs through data matches with other state agencies.

Social Security Number

Current Mailing Address  (House/Apartment Number, Street, P.O. Box/Rural Route)  City  State  Zip Code  County

Permanent Address, If Different from Above  (Street, P.O. Box/Rural Route)  City  State  Zip Code  County

____(______)_______  ________(______)_______

Home Phone  Business Phone  E-mail address

Are you a resident of Minnesota?  □ Yes  □ No  If yes, how long?  ______ years  ______ months  If no, what state are you a resident of?

Are you a U.S. citizen?  □ Yes  □ No  If not, type of visa: __________________________________________________________

Permanent Resident (if applicable):  □ Refugee  □ Resident Alien  □ Other: ______________________________

(International students and non-immigrants must complete a separate application form.)

**ADMISSIONS DATA**

Name of program, major, or curriculum you plan to follow; for example, English, nursing, accounting, biology. Write “undecided” if you are, but indicate any alternatives you are considering. (Check college/university policies for admission requirements to specific programs of study.)

1:  2:

What is your current educational intent at Metropolitan State?

□ Earn a bachelor’s (four-year) degree  □ Complete courses and transfer without a degree  □ Complete courses, but not a degree

What term do you intend to begin taking courses? (Check only one and indicate the year)

□ Fall  ____  □ Spring  ____  □ Summer  ____

Do you plan to attend:  □ Full time? (12 or more credits)  □ Part time? (fewer than 12 credits)

Have you attended Metropolitan State University before?  □ Yes  □ No  If yes, last date attended: ____________________________

**REQUEST FOR CONFIDENTIAL INFORMATION**

Providing the following information is voluntary. This information will assist Metropolitan State University in evaluating student recruitment and retention policies; it will not be used as a basis for admission.

Gender  □ Male  □ Female

Are you Hispanic or Latino (a person of Cuban, Mexican, Chicano, Puerto Rican, South or Central American, or other Spanish culture, regardless of race)?  □ Yes  □ No

Race and ethnic background (select any that apply)

□ American Indian or Alaska Native  A person having origins in any of the original peoples of North, Central or South America and who maintains tribal affiliation or community attachment.

□ Asian—A person having origins in any of the original peoples of the Far East, Southeast Asia or the Indian subcontinent

□ Black or African American—A person having origins in any of the black racial groups of Africa

□ Native Hawaiian or Other Pacific Islander—A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

□ White—A person having origins in any of the original peoples of Europe, the Middle East or North Africa

What is the highest level of education for your parent(s)/guardian(s)?  Please respond for the parent(s), step-parent(s), adoptive parent(s) or guardian(s) who raised you. Check only one box for each parent/guardian.

Parent/Guardian #1

□ No high school diploma  □ High school diploma  □ Some college  □ Two-year college degree/diploma  □ Bachelor’s degree or higher  □ Not sure/don’t know

Parent/Guardian #2

□ No high school diploma  □ High school diploma  □ Some college  □ Two-year college degree/diploma  □ Bachelor’s degree or higher  □ Not sure/don’t know

Important: Application continues on the next page.
**HIGH SCHOOL PREPARATION STANDARDS FOR MINNESOTA’S STATE UNIVERSITIES**

Students graduating from high school in 1994 or later must meet preparation requirements for admission/transfer to Minnesota state universities. *Please list course work that will be completed by graduation from high school.*

### Number of Years (or fraction thereof):

<table>
<thead>
<tr>
<th>Subject</th>
<th>Minimum Years</th>
<th>Number of Years</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ENGLISH</strong> (Minimum of 4 years)</td>
<td>4</td>
<td>_______Years</td>
</tr>
<tr>
<td><strong>MATHEMATICS</strong> (Minimum of 3 years)</td>
<td>3</td>
<td>_______Years</td>
</tr>
<tr>
<td>Elementary algebra</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Intermediate algebra</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Geometry</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Trigonometry</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Pre-Calculus</td>
<td></td>
<td>_______Years</td>
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<tr>
<td>Other</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td><strong>SCIENCES</strong> (Minimum of 3 years)</td>
<td>3</td>
<td>_______Years</td>
</tr>
<tr>
<td>Biological science with lab</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Physical sciences with lab</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Physics with lab</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Chemistry with lab</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Other with lab</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td><strong>SOCIAL STUDIES</strong> (Minimum of 3 years)</td>
<td>3</td>
<td>_______Years</td>
</tr>
<tr>
<td>U.S. History</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Geography</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Social Studies Total</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td><strong>WORLD LANGUAGE</strong> (Specify)</td>
<td>(Minimum of 2 years of a single world language)</td>
<td>_______Years</td>
</tr>
<tr>
<td><strong>ELECTIVES</strong> (Minimum of 1 year of either world culture or fine arts)</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>World Culture</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Arts</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Music</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Theater/Drama</td>
<td></td>
<td>_______Years</td>
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<tr>
<td>Visual Arts</td>
<td></td>
<td>_______Years</td>
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<tr>
<td>Dance</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Other</td>
<td></td>
<td>_______Years</td>
</tr>
<tr>
<td>Total</td>
<td></td>
<td>_______Years</td>
</tr>
</tbody>
</table>

### TO BE COMPLETED BY HIGH SCHOOL OFFICIAL FOR FRESHMAN APPLICANT CURRENTLY ENROLLED IN HIGH SCHOOL:

Applicant ranks __________________ (from top) in a class of __________________ students.

<table>
<thead>
<tr>
<th>ACT composite score</th>
<th>E</th>
<th>M</th>
<th>Read</th>
<th>Reas</th>
<th>SAT total score</th>
<th>V</th>
<th>M</th>
</tr>
</thead>
<tbody>
<tr>
<td>Signature of Certifying Official</td>
<td>Title</td>
<td>Phone Number</td>
<td>Date</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Signature of Certifying Official

<table>
<thead>
<tr>
<th>Signature</th>
<th>Title</th>
</tr>
</thead>
</table>

Failure to list all schools attended is sufficient grounds to cancel admission.

List all institutions of higher education attended (even if you withdrew) including colleges, universities, vocational technical schools, the institution you currently attend, name of college for courses taken while in high school, extension programs, etc., and any degree(s) earned. Attach additional pages if needed. Failure to list all institutions may result in disciplinary action, and/or denial of the admission decision.

Please list course work that will be completed by graduation from high school.

Failure to list all schools attended is sufficient grounds to cancel admission.

List all schools attended (even if you withdrew) including colleges, universities, vocational technical schools, the institution you currently attend, name of college for courses taken while in high school, extension programs, etc., and any degree(s) earned. Attach additional pages if needed. Failure to list all institutions may result in disciplinary action, and/or denial of the admission decision.

**SIGNATURE REQUIRED BY ALL APPLICANTS**

I certify that the information I have provided on this application form is complete, accurate and true to the best of my knowledge.

Applicant’s Signature: X

Date

Applicant ranks ________________ (from top) in a class of ________________ students.
HIGH SCHOOL/GED TRANSCRIPT RELEASE PERMISSION    Student must give this to their high school

Note to applicant:
Tear off, sign and send or give directly to the last high school attended. Your transcript cannot be sent without signed permission.

I, (Student Name) ___________________________________________________________ __________________________________________________________________________

hereby request

(last High School Attended—Include City and State)

to send a high school transcript, GED record, and/or IEP to: Metropolitan State University
Admissions
700 East Seventh Street
Saint Paul, MN 55106-5000

Applicant's Signature                                             Date

Transcript Information:

Name Used on School Transcript                             Year Graduated or Last Attended

Date of Birth                                               Social Security Number (This information will be used only to verify the correct identity of the student.)

Parent's Signature (if under 18)                            Date

Note to school personnel: Send all transcripts and/or IEPs directly to Metropolitan State University. Please copy this release and return it with the transcript. Keep the original release for your records.

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COLLEGE TRANSCRIPT RELEASE PERMISSION    Student must give this to their college

Note to applicant:
Tear off, sign and send or give directly to the last high school attended. Your transcript cannot be sent without signed permission.

I, (Student Name) ___________________________________________________________ __________________________________________________________________________

hereby request

(last College Attended—Include City and State)

to send a college transcript to: Metropolitan State University
Admissions
700 East Seventh Street
Saint Paul, MN 55106-5000

Applicant's Signature                                             Date

Transcript Information:

Name Used on College Transcript                             Year Graduated or Last Attended

Date of Birth                                               Social Security Number (This information will be used only to verify the correct identity of the student.)

Parent's Signature (if under 18)                            Date

Note to school personnel: Send all transcripts directly to Metropolitan State University. Please copy this release and return it with the transcript. Keep the original release for your records.

If you need additional forms, please make copies.