

Information for Transfer Applicants 2008

IUPUI



Transfer Application Steps and Important Information

Please note all of these steps. Omission of information will result in a delay in a review decision or, in some situations, revocation of admission and dismissal. The most frequent omissions are not listing every college where you enrolled in classes, not sending transcripts from every college attended, not sending a high school transcript if you have not completed 26 semester hours of college-level (nonreview) work, not listing former last names, and not reading the criminal disclosure statement and if appropriate providing a statement

1. **Please print in black ink** or type and be as specific as possible.
2. **Answer all questions** on the application, including your Social Security number. (Refer to page 6 on application for details.)
3. **Note application priority dates** and deadlines. (Refer to page 6 on application for details.)

4. **Application Fee.** See page 6 of transfer application for details. Some students are exempt from paying this fee.

5. **Students with Education Outside the U.S.:** If you are a U.S. citizen or a non citizen with permanent resident, refugee, or asylee status and the last two years of your education were in the United States, you will apply through the Undergraduate Admissions Office. U. S. citizens who attend American Schools or International schools that hold U.S. accreditation or Department of Defense Schools also apply through the Undergraduate Admissions Office. All other prospective students will apply through the Office of International Affairs. That office evaluates international educational documents and advises international students on visa matters and cultural adjustment issues. You may contact that office for materials through its Web site at www.iupui.edu/~oia, by e-mail at intlaff@iupui.edu, or by phone at 317-274-7000.

(over)

IUPUI Office of Undergraduate Admissions/Enrollment Center

425 University Blvd.
Cavanaugh Hall 129
Indianapolis, IN 46202-5143
317-274-4591
Fax: 317-278-1862
Email: apply@iupui.edu
Web address: www.iupui.edu/enroll/

Office Hours: (all times are Eastern time zone)
Monday-Thursday 8 a.m. to 6 p.m.
Friday 8 a.m. to 5 p.m.
Saturday 9 a.m. to Noon
(closed holiday weekends)

Online Services:
Application, policies for transfer of credit and credit by exam, the University Bulletin, cost, scholarships, financial aid information, and other admissions items are available at www.iupui.edu/enroll/

6. Previous attendance at IUPUI or another campus of IU

If you have attended another IU campus as a degree-seeking student, you are an intercampus transfer and you must apply through the Undergraduate Admissions/Enrollment Center Office. For an electronic application form, see <http://www.enroll.iupui.edu/iutransferstudents.shtml>. If you previously attended IUPUI and wish to return, see <http://returnto.iupui.edu/> for the steps to follow. If you are not sure of your status, call our Enrollment Center (317-274-4591). Contact our office if you have earned undergraduate credits after leaving IUPUI or the IU system. If you earned a bachelor's degree from IUPUI or any IU campus and you now wish to earn an undergraduate certificate, associate's, or a second bachelor's degree, you will need to apply through our office.

7. Submitting Completed Applications

- submit your completed application with application fee. (See page 6 of application for those not needing to pay a fee.)
- request a high school transcript or submit GED scores. These documents are not needed if you have completed more than 26 hours of transferable work, including at least one college writing and one college mathematics course.
- request official transcripts from all colleges, business, technical, and vocational schools attended. Grade reports, fax copies, and photo copies are NOT official. We must have a transcript from every college you attended. The Admissions committee will not review an application without all undergraduate official transcripts. Failure to list all institutions attended on your application can result in dismissal from IUPUI.

Note: If you have unpaid bills at another institution, it is likely that institution will not release an official transcript. It is the policy of the Admissions Office to delay admission to the University until official transcripts are received.

8. Criminal Activity Disclosure

IUPUI is committed to maintaining a safe environment for all members of the University community. As part of this commitment, the University requires applicants who have (1) been convicted of any felony or a misdemeanor such as simple battery or other convictions for behavior that resulted in injury to a person(s) or personal property or (2) who have a history of formal disciplinary action at any college or university attended are required to disclose this information as a mandatory step in the application process. A previous conviction or previous conduct does not automatically bar admission to the University but does require review. Complete information must be sent by certified mail with the application for admission to the IUPUI Office of Admissions at 425 University Blvd., Indianapolis, IN 46202-5143. Applicants are responsible for maintaining the receipt certifying that the letter has been received by IUPUI. Information to be submitted includes: a brief explanation, location (city, state, country) of conviction of previous conduct, dates, and court disposition, in English. This statement must also include a grant of permission to IUPUI for complete access to criminal records, if any. For further information on this requirement, call 317-274-4591.

9. What does the Admissions committee consider for acceptance, and how are transfer credits evaluated?

See the Information for Prospective Transfer Students card or consult www.enroll.iupui.edu/transferstudents.shtml.

Additional Information helpful to applicants

Application Status Check

If you provide us with your e-mail address when you apply, you will receive an e-mail from us about creating your account where you can then check your application status. The e-mail will be sent after your application is initially processed. Applications are reviewed daily, and once an application is complete with all required materials, you can anticipate a written decision within three to four weeks.

Residency

Rules determining resident status may be found online at registrar.iupui.edu/resident.html.

Graduation Rates

The IUPUI graduation rates are available from the Office of the Registrar, IUPUI, 425 University Blvd., Indianapolis, IN 46202-5144.

Campus Safety and Security

In compliance with the federal Campus Security Act, IUPUI produces a pamphlet titled "Safety at IUPUI." It contains information, policies, and statistics regarding safety, security, crime prevention, crime, law enforcement, sexual assault, and drug and alcohol programs at IUPUI. The pamphlet is available from the Office of Undergraduate Admissions.

Final Transcript

If you are enrolled in college at the time of admission, you must arrange for a final transcript to be sent to the Admissions Office. The Admissions committee will review the transcript for satisfactory completion of entrance requirements and completion of a final credit evaluation. The Admissions committee expects you to complete all courses listed on your application for admission, leave your former college with a cumulative grade point average of a 2.0 (on a 4.0 scale), and be eligible to return. If these conditions are not met, it is your responsibility to contact the Office of Admissions before you begin classes at IUPUI. Failure to do so may result in a revocation of your acceptance or administrative withdrawal from your IUPUI courses.