

ADMISSION FOR TRANSFER, READMITTED AND NON-DEGREE STUDENTS

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Admission Deadlines for Transfer, Readmitted, and Non-degree Students

The deadlines to apply as a non-freshman are:

Fall Semester	March 1
Spring Semester	October 1

Transfer Admission Requirements, Degree-seeking

Admission to Christopher Newport University is competitive and increasingly selective. Space in each class is reserved for the best-qualified applicants. Selection for admission is also dependent on a student's preparation for their intended field of study. To be considered for transfer admission, priority is focused on those students presenting a minimum cumulative grade point average of 3.00 GPA, 15 hours of college level credit, and completion of one class in college level mathematics and a college level English course. (Note: Priority is granted to those applicants presenting a cumulative GPA of at least 3.0 from each college attended.)

Transfer applicants must:

1. Maintain good academic and disciplinary standing and be eligible to return to the last college or university attended.
2. Submit the *Common Application* on line.
3. Submit the non-refundable application fee.
4. Submit official college transcript(s) from all colleges and/or universities attended by the stated application/credential deadline to the Office of the Registrar, ATTN: Transfer Affairs. **Transfer Affairs does not accept electronic college transcripts.** (*Partial transcripts or grade reports are encouraged for those applicants that are still in attendance at their current college.*)
5. Submit official high school transcripts regardless of the graduation year.
6. Submit SAT/ACT test results if graduation from high school was five years ago or less.

Degree Completion Requirement

To receive a baccalaureate degree, transfer students must complete at least 45 semester hours of credit in residence at CNU.

Documents Required for Transfer Applicants

1. Transfer applicants must request that all colleges previously attended submit official transcripts to the Office of the Registrar, Attn: Transfer Affairs. Transfer applicants who are enrolled elsewhere when they apply may be conditionally admitted upon review of a partial transcript; however, a final offer of admission will not be made without an official final transcript. If a conditional offer of admission was made based on an unofficial transcript, and the official transcript indicates a lower GPA or grades below C, the university reserves the right to rescind any offer of conditional admission and cancel registration. If an offer of admission is made, please realize that you are expected to maintain full time (12 credit hours) each term.
2. **Concealment of previous attendance at another college or university is cause for cancellation of the student's admission and registration. New transfer or readmission applicants who have been suspended or placed on academic probation from Christopher Newport University or any college or university for non-academic, social, or disciplinary reasons may be denied admission to the University.**

Transfer Credit

Transfer Affairs staff will carefully review all application materials and inform transfer applicants of the admission decision. In addition to weighing grades and test scores, when relevant, the Transfer Affairs staff may consider, co-curricular activities, community involvement, letters of recommendation, and the applicant's educational and/or career objectives. The Office of the Registrar evaluates credit for applicants transferring to the University from another college or university. Upon completion of transfer evaluations, a summary of transferable credits is posted to the student's web-based account called 'CNU Live', available by logging into 'CNU Connect' link on CNU's homepage. This is posted after the student accepts the offer of admission to the University within the following guidelines:

1. A maximum of 92 semester hours of transfer credit will be granted for courses which carry a grade of C or better and which are comparable to courses offered by Christopher Newport University.

2. Of the allowable total of 92 semester hours of transfer credit, no more than 66 semester hours of transfer credit will be granted for junior or community college courses that carry a grade of C or better.
3. A maximum of 60 semester hours of transfer credit will be granted for work officially documented and completed through the College Entrance Examination Board's Advanced Placement (AP) Program, the International Baccalaureate Program, and/or departmental challenge examinations.
4. Unless otherwise authorized by the Office of the Registrar, all transfer students, including students who already hold baccalaureate degrees, will have the maximum allowable number of credits transferred and recorded on their CNU academic records. When the number of transferable credits previously earned by the incoming student exceeds the maximum allowable credit, the choice of credits to be transferred will be determined by the Office of the Registrar.
5. Grades from other colleges/universities do not transfer into the student's GPA at CNU. Only the course and credits are posted from previous colleges to the CNU transcript. Credit for developmental, remedial, and activity courses do not transfer to CNU.

Readmission to the University

Students must apply for readmission if they do not enroll for two consecutive regular semesters (fall and spring). All academic records are considered, including work completed during the student's absence from CNU. Competitive admission standards in effect at the time of readmission are used. Readmission applicants must submit the *Common Application* online with the non-refundable application fee. The application/credential deadline for the fall semester is March 1 and October 1 for the spring semester.

Students who left the University while not in good academic standing are referred to the Suspension and Reinstatement Procedure section of this catalog. **Please note that an academically suspended student who has not reenrolled for two consecutive regular semesters (fall and spring) must be readmitted prior to seeking a *Second Chance Contract*.**

Degree seeking students who leave the University for a period of one full academic year or more must be readmitted and will be required to meet all liberal learning curriculum, major, minor and concentration requirements that are in effect (per the *Undergraduate Catalog*) when they are readmitted to Christopher Newport University.

Non-degree Admission

Students who do not wish to seek a degree and/or are taking classes for career enhancement or personal growth, may earn academic credit in the same way as degree-seeking students. Please note that all academic and administrative policies also apply to non-degree seeking students. Financial aid is not available and prerequisites must be met for individual courses. The application/credential deadline for the fall semester is March 1 and October 1 for the spring semester.

Categories of non-degree students

1. Students who, at the time they enroll, do not wish to pursue a degree program.
2. Students who wish to take a course for personal enrichment or to explore the possibility of pursuing a degree at a later time.
3. Students who want to earn academic credit applicable to a degree at another college or university.

Non-Degree Admission Requirements

1. Applicants in this category must submit official copies of academic credentials from all colleges and universities attended. Transfer Affairs does not accept electronic transcripts. Please request all official college transcripts be sent to the Office of the Registrar, ATTN: Transfer Affairs. These credentials may be submitted at the time of application. **Students admitted as non-degree seeking are not permitted to enroll as full-time students.**
2. Applicants who enter as non-degree students must be academically eligible to return to the last institution attended, and have a minimum overall GPA of at least 3.0 on **all** past academic work.
3. Students who begin at CNU in non-degree status and wish to change to degree-seeking status must reapply for admission to be considered for degree seeking status. Past academic credentials from high school and/or college will be reviewed and regular admission standards will apply.
4. Applicants must have met all prerequisites for courses in which they wish to enroll.
5. Non-degree applicants must submit the non-refundable application fee (see Undergraduate General Fees).