

ADMISSIONS

MISSION STATEMENT

The Undergraduate Admissions Office is committed to providing accurate and current information to prospective students and their parents regarding the University's Christian mission, majors, programs, costs and admissions process. The Admissions Office is committed to quality customer service and providing information to prospective students in an efficient, caring, timely and confidential manner.

ADMISSION PROCEDURES

MidAmerica Nazarene University values moral character and personal integrity in addition to intellectual ability and academic achievement, and seeks students who also value these characteristics and who are in harmony with the University's mission as a distinctively Christian liberal arts institution of the Church of the Nazarene.

MidAmerica is selective in its admission, with enrollment being contingent on the student's ability to meet the academic standards and moral principles of the University. Prospective students who do not meet these standards and principles will be denied admission. In order to be considered for admission, the prospective student must submit an Application for Admission and supporting documentation by August 1 for the Fall semester and December 15 for the Spring semester. Applicants for admission should be aware of the desirability of applying early since priority is given to early applicants in such matters as campus housing, scholarships, certain loans and grants.

Applicants are reminded that admission to the University does not assure the student of housing, financial aid, or other necessary arrangements incidental to attending the University.

Applicants who have attended previous colleges or universities are required to list all institutions, including any coursework attempted through high school dual-enrollment. Failure to list all institutions attended will delay the processing of your application. Course work from institutions not included in the application will not be eligible for transfer credit. The Admissions Committee reserves the right to revoke admission, withhold the award of credit, or revoke the application of students who fail to indicate all previous institutions on the admission application.

REQUIREMENTS FOR ADMISSION

Successful candidates for admission must have graduated from an accredited high school having completed at least 15 units of study. While the University does not require specific subjects for entrance, it does recommend the following optimum preparation:

Math	3 units
English	4 units
Science	3 units
Social Studies	3 units
Foreign Language	1 units

In addition, students are advised to participate in a college preparatory curriculum. Students entering MidAmerica Nazarene University must take the ACT or SAT examination. The examination should, whenever possible, be taken during the student's junior or senior year of high school. High school students expecting to enroll at MidAmerica should ask their principal or counselor about taking the ACT or SAT examination. High school graduates who do not have scores on file in the Admissions

Office, but meet all of the other conditions for admission, must take the ACT test immediately after arriving on campus. A student will not be able to enroll for classes until the ACT or SAT examination has been taken and the University has received a report of the scores. A fee is charged when the test is administered by the University. (Only the ACT test is given on campus.) **MNU's ACT code number is 1445. MNU's SAT code number is 6437.**

FRESHMEN

Regular Admission: Regular Admissions decisions are made and communicated to students once an application is received along with transcripts, standardized test scores and any other documents deemed necessary to make a decision. Admission may be granted to traditional freshmen students who have submitted all required materials and meet at least two of the following criteria:

1. Graduation from a high school with a grade point average of 2.5 (or above) on a 4.0 scale (six-semester high school transcript required for early admission decision).
2. A rank in the top 50 percent of the high school graduating class.
3. An ACT composite standard score of 19 or a minimum SAT CR+M score of 910.

Students accepted under regular admissions may be placed in developmental courses based on the ACT sub-score. Students with high school grades below 2.5 GPA cumulative in English or Math or with an ACT sub-score of 18 or below must enroll in development courses or take the placement test available at the MNU Academic Success Center.

Conditional Admission: Students who fail to meet the conditions for regular admission may be admitted on a conditional basis.

Post-acceptance requirements for conditionally admitted students: Students offered conditional admission will be required to complete required developmental courses with a C- or better, at least two General Education courses with a C- or better and have obtained a GPA at or above 1.50 at the end of the first academic semester. The successful completion of these requirements will place the student in Good Academic Standing.

All conditionally admitted students are provided specialized counseling and instruction from the Academic Success Center staff and are limited to a 13 semester hour course load until they pass the required course(s). Depending on the student's individual circumstances, the student may be ineligible to participate in co-curricular activities. Refer to the Developmental Education Program information and the Freshman Studies course sections of this catalog for complete descriptions of the required developmental courses.

Conditional status may be removed in the following manner:

1. Retake the ACT or SAT test and score at levels which meet requirements for good standing;
or
2. Take the Accuplacer Exams which are given on campus in the Academic Success Center and score high enough to have qualifications removed.

If the developmental courses have been or are being taken at another college, these courses must be evaluated by the Academic Success Center personnel to see if requirements have been met.

NON-HIGH SCHOOL GRADUATES

Prospective students who have not finished high school and are over eighteen (18) years of age can be admitted provisionally by taking the General Education Development (GED) examination which gives the equivalent of high school completion. In addition, the ACT or SAT is required. Based on the results of the ACT or SAT, the University may require students to take developmental classes in order to strengthen deficient areas. A non-high school graduate remains on a provisional status until he/she meets the requirements listed above and has a successful semester earning at least a 2.0 grade point average.

TRANSFER STUDENTS

Students from regionally accredited colleges and universities are welcome to apply as transfer students. Transfer students are defined as students who have earned one or more semester hours of credit after high school. A student graduating from high school and coming to MidAmerica Nazarene University the following semester will be considered an entering freshman regardless of the number of hours of college credit he/she accumulated during high school.

In addition to the completed Application for Admission, students who have earned less than 24 hours of transfer credit must submit an official ACT or SAT report in addition to the transcripts from all colleges attended. A student is accepted in good standing if he/she has from 1-23 hours and a GPA of 1.50 or better, provided ACT/SAT scores are acceptable. Transfer students are accepted in good standing if they have 24-55 semester credit hours and a cumulative GPA of 1.75 or better and meet ACT/SAT area score requirements. Transfer students who have 24 or more hours and a GPA of 2.00 or better are accepted in good standing.

In order to receive a degree from MNU, transfer students must take at least one year's work in residence (30 semester credit hours). Transfer credit earned at institutions with regional accreditation will transfer and may be applied to general education requirements and those of specific majors and minors, subject to the approval of the responsible department. Credits earned at vocational or technical schools that are not regionally accredited generally do not transfer. A student may request that the content of their coursework from this type of school be reviewed and, if the credit is determined to be college-level, credit may be awarded or a specific program course requirement may be waived. The determination of the award will be decided by the content area expert in consultation with the Registrar. Students on either academic or disciplinary probation are accepted provisionally.

MNU may accept previous work, place a credit value on it, and enter it on the transcript. However, this previous work, because of its nature and not its inherent quality, may be determined to have no applicability to a specific degree to be pursued by the student. Course credit will transfer for elective, general education, and major or minor requirements as approved.

SPECIAL STUDENTS

A student may be accepted as a special student under the following conditions:

1. The student makes application and pays application fees;
2. The student declares in writing that he/she does not wish to work toward a degree at MNU, does not wish to be considered as either a student in good standing or a student accepted provisionally;
3. Only wishes to take one or more courses for personal enrichment apart from any degree program; and

4. The student may register for courses on a space-available basis after Registration Day.

EARLY ADMISSION

Early admission of senior and second semester junior students attending high school concurrently is possible, provided all of the following conditions are met:

1. They are a junior or senior in high school;
2. Must have a score of 18 composite on the ACT or receive special action of the Admissions Committee
3. They have a 3.0 or better GPA based on a 4.0 scale in grades 9, 10, & 11;
4. Must be 16 years old
5. They make regular Application for Admission to MNU using the High School Dual Enrollment Agreement Application;
6. They take no more than twelve (12) hours per semester; and
7. The student may register for courses on a space-available basis after Registration Day.

ADMISSION PROCESS

A \$200 confirmation deposit is required of all students prior to pre-registration. The confirmation deposit is refundable if the student notifies the Office of Admissions in writing of his/her non-attendance before May 1 for the Fall semester and January 1 for the Spring semester. Failure to notify the Office of Admissions in writing will cause the prospective student to lose his/her deposit.

MNU requires students to have the meningitis immunization or sign a waiver stating he/she is choosing not to be immunized. In the event, the student contracts meningitis, he/she waives his/her claim against the University as a result of the failure to receive the vaccination.

FRESHMAN

Applying for Admission - Prior to enrollment, a student must complete the admissions process by submitting all of the following:

1. Complete the Application for Admission.
2. Submit results of the ACT or SAT. MNU's ACT code is 1445 and SAT is 6437.
3. Submit *official* high school transcripts to MNU.

An official transcript is signed by a designated school official and stamped/sealed with an authorized school embossed seal or stamp. Acceptance can be administered with a minimum 6th semester, official high school transcript.

4. An official Admissions Interview (Highly Recommended).

The interview may be completed while visiting campus, but can be completed over the phone if necessary. The Admissions Interview allows for the admissions staff to better understand the student's interests, talents, and pre-enrollment expectations.

5. Complete the FAFSA and ask that your ISIR be shared with MNU. Our institutional number is 007032.

After Acceptance - The following are required in order for the admissions process to be considered complete:

1. \$200 Confirmation Deposit - \$100 housing deposit and \$100 tuition deposit (fully refundable until May 1st for the fall semester and January 1st for the spring semester).
2. Housing Questionnaire
Note: The Confirmation deposit must be paid before the room assignment and pre-registration can proceed.
3. Official, final transcripts with graduation date from your high school (first-year students only).
4. Meningitis immunization or signed waiver.

TRANSFER

Applying for Admission - Prior to enrollment, a student must complete the admission process by submitting all of the following:

1. Complete the free Application for Admission.
2. Submit results of the ACT or SAT (if the student has completed less than 24 college credit hours). MNU's ACT code is 1445 and SAT is 6437.
3. Submit official transcripts from ALL colleges previously attended.
An official transcript is signed by a designated school official and stamped/ sealed with an authorized school embossed seal or stamp.
4. An official Admissions Interview (Highly Recommended).
The interview may be completed while visiting campus, but can be completed over the phone if necessary. The Admissions Interview allows the admissions staff to better understand the student's interests, talents, and pre-enrollment expectations.
5. Complete the FAFSA and ask that your ISIR be shared with MNU. Our institutional number is 007032.

After Acceptance - The following are required in order for the admissions process to be considered complete:

1. \$200 Confirmation Deposit - \$100 housing deposit and \$100 tuition deposit (fully refundable until May 1st for the fall semester and January 1st for the spring semester).
2. Housing Questionnaire
Note: The Confirmation Deposit must be paid before the room assignment and pre-registration can proceed.
3. Meningitis immunization or signed waiver.

READMISSION PROCESS

Readmission applies to any student who has completed at least one (1) hour of credit at MNU and has missed one (1) semester or more. There is no fee for readmission. If a student applied to MNU and was accepted but never attended, he/she must reactivate his/her application through the Office of Admissions.

Procedure:

1. Submit a reapplication form available by going to <https://www.mnu.edu/readmit>.
2. If the student was on academic probation, consult the Associate Vice President for Academic and Professional Success.

3. Apply for financial aid with Student Financial Services.
4. If the student has attended another institution since leaving MNU, request an official transcript for each institution to be sent to the Registrar's Office (if seeking degree from MNU).
5. Contact the Department of intended major concerning registration for classes.

INTERNATIONAL STUDENTS

MidAmerica Nazarene University welcomes International Students. Upon request students seeking admission into MNU programs will be sent an International Student Admissions Packet. Application for Admission to the traditional undergraduate programs must be submitted at least 90 days prior to the beginning of the semester (by May 15 for Fall Semester and by September 15 for Spring Semester). International Transfer Students from other colleges or universities in the United States must submit an application 30 days prior to the beginning of each semester. Students seeking admission to other academic programs offered at MidAmerica Nazarene University must follow the time procedures set up by those programs. When all admission requirements have been met, the MNU International Student Advisor will issue the prospective International Student an I-20 document required by INS for F-1 visa status.

For students seeking admission to the traditional undergraduate programs, the following must be submitted and received:

1. A completed **Application for Admission** — sent 90 days before the beginning of the semester
2. **Required Fees:**
 - A refundable Registration Deposit for the anticipated semester charges (\$21,322).
 - Single International Students who are younger than 22 years of age and not able to live with nearby relatives or other families who provide all or a significant part of room and board are required to live on-campus.
3. A minimum official **TOEFL** paper-based score of **550**, or minimum computer-based score of **214**, or internet based TOEFL score minimum of **76** (students with a 61 or higher may be considered for conditional acceptance) or IELTS score of 6 or higher. (**MidAmerica's TOEFL code number is 6437**)
4. For the International Student from a world area whose first official language is English, an official **ACT** or **SAT** score which meets the same requirements for admission as domestic students. If the ACT/SAT scores qualify for only provisional acceptance, TOEFL is also required.
5. An original, notarized Affidavit of Support and required supporting documentation of evidence of ability to pay school bills in accordance with policy.
6. An appropriately completed and signed International Student Financial Summary to cover estimated semester charges, verifying at least an equal amount of financial support available for each semester in attendance at MNU (Estimated Total Cost per year \$42,644).
7. Meningitis immunization or signed waiver.
8. Original transcripts and records (sent directly from the institution), documenting all completed secondary and university academic work.
9. An appropriately completed recommendation from an institutional official, pastor, or comparable person.

International Students may apply to any academic program at MNU. The application process varies with each program. All International Students who wish to study at MNU must work with the MNU International Student Advisor, who is also the Designated School Official (DSO) for Immigration and Naturalization Services (INS) at MNU, in order to receive the required I-20 document and to insure that proper INS guidelines are followed for academic study in the United States.

EXTENSION POLICY

Definition - F-1 students are admitted to the U.S. for Duration of Status (D/S). The duration of status is noted on the I-94 card often with a D/S. Additionally, students are given a deadline which is noted on their I-20, by which to complete their studies. This means students may remain legally within the U.S. as long as they are in compliance with the regulations regarding the maintenance of their F-1 status and are making progress toward completion of the degree they have declared as their educational objective at MNU. F-1 students who are not able to complete all of the courses required for their educational program by the completion date noted on the most current, valid I-20 are required to apply for a program extension. Other reasons for extending the program may include change in major, studies interrupted by illness, etc.

Eligibility - I-20 extension applicants are required to:

1. Be in lawful status.
2. Be enrolled as full-time students at a DHS approved school or have been given approval by the PDSO/DSO that issued the student's current I-20 to be enrolled in less than 12 hours.
3. Apply within the 30-day period prior to the completion date (Item #5) on their I-20.
4. Maintain good academic performance.

Limitations

1. MNU will grant extensions for a maximum of 12 months at a time. If a student requires more than one 12-month extension, s/he must seek another extension.
2. A maximum of three (3) extensions may be granted at the bachelor's level of study.

Students

1. Make an appointment with an MNU academic advisor to discuss your need for an extension within the 30-day period prior to the completion date (Item #5) on your I-20. If a program extension is warranted, the advisor will complete the MNU Extension Request form.
2. Submit to the PDSO/DSO the completed MNU Extension Request form with your MNU program plan and an advising transcript.

NOTE: An extension request will not be processed if you do not provide your SEVIS ID number.

3. Once all required documents have been submitted to the PDSO/DSO, a new I-20 authorizing an extension for a maximum of 12 months will be created. Students will be contacted via their MNU student e-mail account to sign the new I-20 and keep as their official I-20.

LESS THAN FULL-TIME STATUS

Only in the situations listed below are students enrolled in less than a full course of study considered to be maintaining status:

1. Illness/medical condition documented and required by a licensed medical doctor, doctor of osteopathy or a licensed clinical psychologist for a specific period of time.
2. Initial difficulty with the English language within the first semester to one (1) year of study in the U.S. This option is only available during the first semester of attendance in the U.S.
3. Initial difficulty with reading requirements within the first semester to one (1) year of study in the U.S.
4. Unfamiliarity with U.S. teaching methods within the first semester to one (1) year of study in the U.S.
5. Improper course level placement by recommendation of an MNU academic advisor.
6. To complete a course of study within the current term as documented, recommended by a MNU academic advisor and approved by the PDSO/DSO before the official 20th day of classes.

Limitations

1. Students must be authorized for a reduced course load (RCL) prior to dropping below a full course of study. Dropping enrollment below a full course of study before approval from the PDSO/DSO will place an F-1 student out of status.
2. The maximum duration of an authorization to drop below full course load for F-1 students is:
 - Academic difficulty is a maximum of one (1) semester at the bachelor program level.
 - Initial difficulty with English language is a maximum of one (1) semester at the bachelor level.
 - * The student must continue to attend classes toward his or her degree.
 - * This option is only available during the first semester of attendance in the U.S.
 - Medical reasons are an aggregate of twelve (12) months per academic level of study.
 - * Students may request a maximum of one (1) semester at a time by submitting this form.
 - If a student requires a second RCL, he/she must submit a second Request for Less Than Full-Time Enrollment form prior to payment deadline of the semester in which student is requesting the RCL.
3. “Imminent danger of failing a class” is not a permissible reason for authorizing a reduced course load.
4. Students authorized for medical leave of absence may not be eligible for employment while on medical leave if the problems they are experiencing are severe enough to interfere with studies.

Process

1. Complete the Student Information Section. Your SEVIS identification number must be written in Part I of this form or processing of your request will be delayed.

2. If Section II will be completed by your medical provider, he/she is to fax the form directly to the International and Immigrant Student Services office at 913-971-3481 and return the original to you to submit to the International and Immigrant Student Services office in Campus Center.

Once all required documentation has been submitted and approved by the PDSO/DSO, a new I-20 will be issued to reflect the reduced course load authorization for the requested semester/ term.

This school is authorized under Federal law to enroll nonimmigrant alien students.

Contact: Office of Admissions

MidAmerica Nazarene University
2030 East College Way
Olathe, KS 66062-1899
Phone 913-971-3380 or 1-800-800-8887 ext. 3380
Fax 913-971-3481

INTERNATIONAL TRANSCRIPT EVALUATION

For prospective International Transfer Students from colleges and universities in world areas other than the United States, an official evaluation of transcripts by an approved international transcript evaluation service must be requested and sent to the MNU International Student office, before academic courses may be considered for transfer credit. This is the International Transfer Student's responsibility.

The following is a list of approved Evaluation Services. In order to grant credit, the student should have a course-by-course evaluation done.

AACRAO American Association of Collegiate Registrars and Admissions Officers Foreign
Credential Evaluation Service
One Dupont Circle NW, Suite 520 Washington, DC 20036
202-293-9161; <http://www.aacrao.org/credential/index.htm>

ECE Educational Credential Evaluations, Inc. PO Box 514070
Milwaukee, WI 53203-3470
414-289-3400
www.ece.org

WES World Education Services
International Academic Credential Evaluation Bowling Green Station
P.O. Box 5087
New York, NY 10274-5087 212-966-
6311
www.wes.org

NACES National Association of Credential Evaluation Services
Any service listed as a member of this organization
www.naces.org