

ADMISSION

Student Classification

Seton Hall University classifies undergraduate students as listed below:

Matriculated Students

Those students who have applied for admission to a degree program and have been accepted by the Committee on Admissions for a prescribed course of study leading to the baccalaureate degree.

Non-Matriculated Students

Those who have not made formal application to a degree program but have been approved by the Committee on Admissions to enroll in courses; or those who have made formal application to a degree program but have only been accepted by the Committee on Admissions in a nondegree status as a non-matriculated student.

Credit Limits

Non-matriculated students may enroll for a maximum of 9 credits per semester and may pursue no more than 18 credits total. If a non-matriculated student wishes to apply for matriculation, that student must apply with the Office of Undergraduate Admissions no later than the term in which the 18-credit maximum will be reached. The University recognizes that some students may legitimately seek to enroll for more than 18 credits. Accordingly, students reaching the 18-credit maximum who do not wish to matriculate must sign a statement indicating non-intent to matriculate.

Visiting Students

Students currently enrolled in another institution who wish to take courses at Seton Hall as nonmatriculated students must present a copy of their college transcript or a letter from their institution giving them permission to enroll in classes at Seton Hall, or sign a statement indicating non-intent to matriculate. Seton Hall does not normally enroll students who have been dismissed from or placed on probation by their previous institution.

Full-time Undergraduate Students

Those in a degree program who take courses for 12 or more credits in any semester, day or evening.

Part-time Undergraduate Students

Those in a degree program who take courses for 11 or fewer credits in any semester, day or evening.

Qualifications for Admission

The University actively seeks qualified persons of varied races, cultures, experiences and national backgrounds. Qualified students are admitted without regard to race, color, religion, age, handicap, sexual orientation, national origin, ancestry or gender. The recommended academic requirement for admission is satisfactory completion of a college-preparatory course of study, suggested below, in an accredited secondary school with credit for 16 acceptable units or a secondary school equivalency diploma.

Course of Study	Unit
English	4 units
Foreign Language	2 units
Algebra I	1 unit

Plane Geometry	1 unit
Algebra II	1 unit
Science (laboratory)	1 unit
Social Studies	2 units
Approved Electives	4 units

For students wishing to major in the physical or biological sciences, a more extensive background in the appropriate science areas is recommended.

From Fall 2021 through Fall 2026 the university will be test optional for domestic applicants. International students may be approved for test optional admissions on a case by case basis.

Every application is reviewed individually. The Office of Admissions reserves the right to waive any of the above mentioned requirements when the applicant's overall record shows promise of success in college level study.

Application Procedures for First-Year Students

All applicants should submit the following by March 1 for the Fall semester and December 1 for the Spring semester:

1. Completed application (SHU App or Common App);
2. Counselor report;
3. Teacher recommendation;
4. \$65 Application fee;
5. Official copy of high school transcript or GED; and
6. SAT or ACT scores if they wish to have test scores considered

Application Deadlines

Fall Semester:

Early Action I (non-binding): November 15

Early Action II (non-binding): December 15

Regular Decision I: February 1

Regular Decision II: March 1

Spring Semester:

December 1

Test Score Policies

From Fall 2021 through Fall 2026 the university will not require standardized test scores for admission to the university for domestic students. When submitting standardized test scores, Seton Hall super scores the ACT and the SAT. Seton Hall does not require students to take the optional essay section of the new SAT and this section will not be considered for admission or scholarship.

Students whose SAT or ACT scores have been invalidated by the testing agency will have their scores removed from their record and their application and scholarships or grants (if applicable) will be reevaluated. This may result in rescinded admission, change of academic program, reduction or removal of grants or scholarships. Students who have scholarships reduced or removed will not have additional aid provided to compensate for the change and the student will be responsible for the tuition and fee charges that result.

Application Consideration and Notification

Each application received at Seton Hall is evaluated on an individual basis. Grades and test scores are given primary importance, curriculum, essay, references and activities outside the classroom may also be considered in the review process. Priority review is given to early action candidates. All Early Action I applicants with completed applications on file can expect to receive a response by early December and all Early Action II applications can expect to receive a response by the end of January. In general, all completed applications should expect a response within 4 to 6 weeks. Applications received after March 1 deadline are considered on a space available basis.

The University requires students to confirm their intention to enroll by submitting a non-refundable tuition deposit no later than May 1. Based on space availability, students submitting a tuition deposit after May 1 are not guaranteed a spot at the University.

No applicant is permitted to register for any undergraduate course until a letter of acceptance has been received. Some applicants are placed on a waiting list depending on the size and competitiveness of the applicant pool. All waiting list candidates will be notified of a final decision no later than August 1. The University reserves the right to dismiss students who knowingly mislead or present false information on the application.

Admission to Seton Hall University is at the University's discretion and remains contingent upon the student maintaining appropriate grades, successfully completing the student's current program, and engaging in conduct that is considered by the University to be appropriate. Conduct that is considered inappropriate may include, but is not limited to, suspensions, disciplinary or criminal activities, and behavior that calls into question the student's moral character, honesty and/or maturity, such as improper speech on social media platforms and at events on or off campus. The University reserves the right to withdraw an offer of admission as a result of the student's failure to meet these standards, as well as other conditions, and bar the student from any future admissions consideration.

Deferring Admission

Students may defer their admission to Seton Hall for up to one year. To defer your application students must contact the Office of Admission to make a formal request. If you defer past one year, you will be required to submit a new application to be considered for admission to the university.

If you have deferred to the Spring semester, your course of study may be impacted as many of our programs have sequenced courses that benefit most from starting in the Fall semester. Starting in the Spring may cause you to have to take additional courses in the summer or extend your studies. You will be subject to the catalogue rules for the term in which you begin your enrollment at Seton Hall and not the term of your initial application.

If you received a scholarship upon admission to Seton Hall, your scholarship has also been deferred to your requested semester. All award amounts, terms and conditions remain in place with the exception of the start date of the award which will be moved to the deferred term. Please also be advised that any need-based aid from the federal or state government as well as from Seton Hall will need to be reevaluated based on the most current FAFSA information and this may alter your awards.

In order to maintain this deferral privilege, you must not engage in inappropriate actions resulting in conduct that would alter your admission status, you must submit final versions of course work in progress if applicable and you must not enroll in another institution

of higher learning. If you decide to take courses at another institution, including a community college, please note that your deferral will be invalidated and you will need to re-apply to Seton Hall as a transfer student and will lose any scholarships or grants you may have been awarded.

If you have already submitted your tuition deposit and/or housing deposit, these are not refundable but will be deferred to the requested semester. If you have already registered for classes at Seton Hall, please be sure to contact your Center for Academic Success mentor and ensure you are dropped from your courses. They will also provide you guidance on returning your laptop, if you already received one, this will ensure that you do not incur charges for the semester. Please also contact the Financial Aid, Registrar's office and Bursar if bills have been generated to ensure you do not incur charges for the semester.

Home Schooled Students

Students who have been home schooled are required to submit a completed application, essay, recommendation letter, application fee, and SAT or ACT scores if they choose to have test scores considered. Standardized test scores must be sent directly from the testing agency. All home schooled students are required to meet their home state requirements and must submit supporting documentation demonstrating that they have done so.

Students must submit **one** of the following:

1. Transcript from a home school program or primary teacher. If any of the high school education was completed in a conventional public or private school, Seton Hall University requires that the transcript of that academic work be sent directly from the registrar of that school. Additionally, if the student has completed any college-level course work while in high school, or to satisfy graduation requirements, all transcripts must be submitted.
2. Portfolio of academic work completed to include syllabi, list of textbooks used, academic curriculum outline and any other documentation of academic work completed. The portfolio must also include grade evaluations by the primary teacher.
3. GED.

Transfer Students

A transfer student is defined as any student who has attempted more than six college-level credits after high school graduation. Candidates for admission must submit official transcripts of all college-level work taken at other institutions. Additionally, candidates with fewer than 24 credits of college-level work at the time of application are also required to submit an official high school transcript and SAT or ACT scores.

All credentials should be submitted by August 1 for the Fall semester and December 1 for the Spring semester. Accelerated Nursing and second degree students should have all credentials submitted by April 1 for the Fall semester and November 1 for the Spring semester.

Decisions are made by the Office of Admissions on a rolling basis. Seton Hall normally does not enroll transfer applicants who recently were dismissed or placed on probation by other institutions within the previous year, although an exception may be made on a case-by-case basis. Transfer applicants from other regionally accredited two and four-year post-secondary institutions who are accepted to Seton Hall University will have their previously earned college credits evaluated for advanced standing at Seton Hall. Seton Hall may, depending upon the area of concentration, accept up to 90 credits of college-level courses completed with a grade of "C" or better at accredited colleges and universities.

Remedial, vocational and developmental courses are not deemed college-level. In addition, the University may disqualify other courses from transfer eligibility based on course content and other factors. While you may receive credit for course work taken at another institution, these credits may or may not meet prerequisite requirements or degree requirements. Determination of this is made at the academic program level by the faculty based on curricular or accreditation regulations.

We will perform transfer evaluations of credit earned on a course-by-course basis. Upon completion of this process, the Office of Undergraduate Admissions will notify accepted students of advanced standing granted. In recognizing courses for transfer credit, the schools/colleges of the University must observe the regulations of their accrediting agencies.

The University reserves the right to refuse to accept credits from a previously attended institution that was not listed on the application for admission. The University also reserves the right to dismiss students who knowingly mislead or present false information on the application.

Students who transfer to Seton Hall University with A.A. or A.S. degrees from accredited two-year colleges and who are accepted into the College of Arts and Sciences, or the College of Nursing may be considered for a partial waiver of the school or college core curriculum, depending upon the date and sequence in which the associate's degree was earned. To be eligible for this waiver, students must have completed the associate degree prior to their admission to Seton Hall. Students earning an A.A.S. degree or an A.A.A. degree are not eligible for a core waiver. Students must submit their final transcript that reflects the award of their associate degree in order to be eligible for core waiver consideration.

Transfer students who have fewer than 30 credits are responsible for the University Core Curriculum, including the 120-credit minimum requirement. Depending upon the student's major and other factors, some students will need to complete more than the 120-credit minimum in order to complete the University, school or college, and major requirements.

In general, degree requirements are determined by the date of admission, the number of transfer credits and the college/department curriculum as approved by the faculty. Students who have a question about their degree requirements may contact their department chair or their dean. Returning students are required to follow the Core Curriculum requirements in the catalogue under which they were admitted.

Transfer students may seek advisement in the Transfer Student Center in Mooney Hall. The Transfer Student Center functions as an information clearing house and as a resource for transfer students during their first semester. Transfer students may contact the Transfer Student Center at (973) 275-2387 or write to transfercenter@shu.edu.

International Students

Seton Hall welcomes applications from international students for either full-time degree campus-based programs or the English as a Second Language (ESL) Program.

International students applying for full-time study in degree programs should take the Scholastic Assessment Test (SAT) or ACT, and must submit their applications for admission, application fee and all official documents several months in advance of the semester in which they plan to enroll. On a case by case basis international students may apply test optional if approved by the international counselor. If a student is not eligible for test optional admissions the student will be notified by the office of admissions. Students for whom English is a second language

and who have been in the United States for fewer than five years may submit results of the Test of English as a Foreign Language (TOEFL, IELTS or Duolingo) in place of the SAT or ACT.

International students who meet the academic requirements but not the language requirement may be conditionally accepted on a case-by-case basis. If conditionally accepted to an undergraduate program, students will be required to complete the English as a Second Language (ESL) Program. Students may take classes toward their degrees in consultation with their ESL adviser. The ESL adviser will also determine when the conditional admission can be lifted and when the student can continue full-time pursuit of his or her undergraduate degree.

The University requires that all transcripts be original. Transcripts in languages other than English must be accompanied by a certified English translation. No documents submitted as part of the application process will be returned nor will any requests to duplicate documents be honored. Seton Hall requires international applicants to have all transcripts from institutions not accredited in the United States or Canada evaluated by a credential evaluator that is a member of the National Association of Credential Evaluation Services (NACES.org (<http://NACES.org>)). Alternatively, transcripts may be evaluated by AACRAO.

All evaluations must be course-by-course evaluations, with confirmation of course level and degree equivalency. Applications submitted without credential evaluations will not be considered for admissions or transfer credit evaluation. On a case-by-case basis, the Office of Admissions may waive the requirement for a credential evaluation. Students are responsible for all costs associated with credential evaluations.

SpanTran is our recommended international transcript evaluation service. They have created a custom application for Seton Hall University will make sure you select the right kind of evaluation at a discounted rate. You can access their application here:

SpanTran Application - Seton Hall University (<https://spanside.my.salesforce-sites.com/SpantranApplication/?Id=40a31ef2-2609-4151-b6f6-79fa4766c365>)

If a student is not an American citizen or permanent resident, he or she is not eligible to receive any need-based financial aid.

The University requires that all international students carry basic health and hospitalization insurance. Upon arrival, international students will be required to purchase health coverage through the University and must maintain this coverage throughout their studies.

International Students will be assessed a one-time International Student Fee of \$400.00, which is subject to change.

English as a Second Language

Applicants for the English as a Second Language (ESL) Program are required to submit the appropriate application. Applicants who need a student visa to attend the ESL Program also must submit certification of financial support.

International students who are applying to study English as a Second Language will be admitted only to the ESL Program. Upon successful completion of the prescribed course of study, students will be awarded a certificate of proficiency by the ESL Program.

Admission to the ESL Program does not constitute admission to a degree program at the University. However, ESL Program students are eligible to apply for admission to the University after successful completion of the program. Certification of the successful completion of the ESL Program

at Seton Hall can be submitted in place of a TOEFL score for admission as a matriculated student.

For further information on the English as a Second Language Program visit the website (<https://www.shu.edu/english-second-language/>).

Student Visa

International students requiring a student visa must be accepted to an academic program and have completed their I-20 application by July 26 for Fall admission and December 1 for Spring admission. The Student Exchange Visitor Program (SEVP) under the Department of Homeland Security requires international students to obtain an I-20, which is used to apply for an F-1 student visa. Upon admission to the University, the Office of International Programs (OIP) will review the I-20 application and determine if the documents are sufficient to issue an I-20, which is used to apply for an F-1 student visa. Additionally, applicants to the School of Theology's programs must adhere to the School of Theology's admissions deadlines (July 15 for Fall admission; November 15 for Spring admission).

The documentation required to issue an I-20 is as follows:

- Application for an I-20, which may be found at the Office of International Programs website (<https://www.shu.edu/international-programs/>)
- Proof of ability to pay for the cost of education
- Proof of passport
- Students currently studying in the United States on an F1 visa must also fill out the Transfer of Visa Sponsorship Form and have their current institution transfer their SEVIS record to Seton Hall.

All F-1 visa international students are required to enroll full-time (at least 9 credits for graduate students) and comply with all other requirements of maintaining visa status. The international student's F-1 visa status must be kept valid at all times. It is the responsibility of each international student to familiarize him/herself with and abide by immigration regulations. Please see the section on Dissertation/Thesis Research - International Students that appears in this catalogue.

The OIP serves to counsel students on these issues as well as report immigration matters to USCIS through SEVIS (the federal immigration database). Questions about initial I-20 issuance or maintaining visa status should be directed to the OIP Jubilee Hall, Rooms 231-234 or by email at ois@shu.edu or by phone at (973) 761-9072. Please also visit the OIP website (<https://www.shu.edu/international-programs/>) for immigration regulations and details about documents required for I-20 issuance. All graduate international student applicants to Immaculate Conception Seminary School of Theology, please contact the School of Theology at (973) 761-7491.

No documents submitted as part of the application process will be returned nor will any requests to duplicate documents be honored.

International students will be assessed a one-time International Student Fee of \$400.00.

Readmission

Degree candidates whose work has been interrupted for more than five years and who have not attended another institution in the meantime, are subject to reevaluation upon return and may be held to any change of requirements that may have been instituted in the period of absence.

When students who have been away from Seton Hall for fewer than five years are readmitted, they will follow the catalogue requirements in effect at the time of their original admission. Students may be evaluated on a case-by-case basis, with program modifications made at the dean's discretion.

Students seeking readmission from a medical leave of absence may be required to meet certain conditions before returning. These conditions normally include but are not limited to:

1. providing documentation from a medical provider that the student is ready to resume studies;
2. meeting with Seton Hall University staff for assessment and review of applicable SHU services. All other readmission policies and procedures apply.

Returning students are required to follow the Core Curriculum requirements in the catalogue under which they were readmitted.

Students in good academic standing when they leave the University are academically eligible to return to regular student status upon their readmission. Students who are not in good academic standing when they leave the University must meet any restrictions or conditions imposed by their dean.

When a student who has been suspended for academic reasons has been absent from the University for less than one year, the student must meet the criteria established by the academic dean before being allowed to return to studies at Seton Hall. Such a limited absence does not require that the student reapply through admissions; the student should contact the academic dean directly.

When the absence of a suspended student has exceeded one year, the student must file an application for readmission with the Office of Undergraduate Admissions, and meet the criteria established by the appropriate office before they are allowed to return to studies at Seton Hall.

In cases where the conditions of the suspension imposed by the academic dean involve completion of studies at a community college with specific grade and credit requirements, the readmission review process will encompass an assessment of those requirements, as well as consultation with the dean's office.

Placement Tests for First-Year Students and Transfer Students

Seton Hall University administers a placement test in English to select first-year and transfer students who have not taken college-level introductory English courses. This test measures a student's reading and writing skills. The Department of Mathematics and Computer Science places students in the appropriate mathematics course based upon the placement test result and the mathematics SAT score.

Placement tests in foreign languages are given to students who plan to enroll in a foreign language to which they have had some prior exposure. Placement tests are given at the beginning of the Fall and Spring semesters. There is no fee for taking the tests. It is recommended that students prepare well before taking any of the placement tests. Satisfactory scores on the English placement test and the mathematics assessments are prerequisites to the college-level sequence of courses in English, mathematics and science.

Students who do not perform satisfactorily on these tests will be required to take developmental coursework. In English, one of the following

courses or workshops may be required: ENGL 0160 Reading and Writing Workshop, ENGL 0180 Sec Lang Writing Workshop. In mathematics, MATH 0012 Developmental Math II may be required. Final grades for these courses are recorded as satisfactory pass (SP) or required to repeat (RR). Students must maintain a "C" average in these courses and may have to pass a post-test form of the placement test to earn a grade of SP. Institutional credit is granted for these courses. Institutional credit counts toward determining class standing (freshman, sophomore, junior, senior), but does not count toward credit required for graduation. Students who are required to complete developmental courses must do so in the first semester of enrollment.

For more information, contact the academic advising office Center for Academic Success by calling (973) 761-9740 or emailing academicsuccess@shu.edu.

Credit by Examination

Advanced Placement Examinations

Students with secondary school records indicating superior performance and who attain a score of 4 or 5 on an Advanced Placement Examination of the College Entrance Examination Board receive credit and may be permitted to register for advanced courses in the area(s) in which they qualify. No more than 30 credits may be obtained through examination. Students can view the AP Credit Chart (<http://catalogue.shu.edu/undergraduate/enrollment-services/admission/www.shu.edu/documents/AP-Credit-Chart.pdf>) to see a list of Advanced Placement Examinations for which Seton Hall awards credit and for the Seton Hall course equivalents of the examinations. The University reserves the right to modify the course equivalents of Advanced Placement examinations based on departmental review and accreditation requirements.

College-Level Examination Program

General and Subject examinations of the College-Level Examination Program (CLEP), with certain limitations, are recognized for advanced standing credit. General Examination scores must be at or above the 50th percentile for degree credit. No score in mathematics or any language will be considered for credit, and no CLEP credit will be granted in a student's major. CLEP credits in English are limited to 6 credits (ENGL 1201 Core English I for the composition exam and ENGL 2101 Great Books of the Western World I for the literature exam). To receive credit for subject examinations, scores must be at or above the recommendations of the Commission on Educational Credit of the American Council on Education. Students should consult Enrollment Services before registering for CLEP examinations. The maximum number of credits by examination that may be applied toward a baccalaureate degree is 30. Full-time students may not apply for CLEP credits within their final 60 credits. Part-time students may not apply for CLEP credits within their final 30 credits.

International Baccalaureate

Seton Hall University grants placement and credit for higher-level examinations of the International Baccalaureate (IB). Advanced placement credit will only be considered for higher-level passes grade 6 or 7.

Transfer Credit for Freshmen

At the time of admission, entering freshmen may transfer a maximum of 45 credits to their undergraduate record. No more than 30 of these credits may be earned via testing (AP, CLEP, IB).

Campus Tours

On campus tours and virtual tours are offered regularly throughout the academic year by the Office of Undergraduate Admissions.

On Campus Tour Times:

Mon - Fri: 10 A.M. & 2 P.M.

Saturday: 10 A.M., Noon and 2 P.M.

Times are subject to change, please reference the website. Tour appointments may be arranged by visiting the website (<https://www.shu.edu/undergraduate-admissions/visiting.html>).