

# ADMISSION REQUIREMENTS AND PROCEDURES

**A**s a Christian institution providing higher education in the liberal arts and selected professional areas, Point Loma Nazarene University offers admission to qualified applicants of moral character, personal maturity, and intellectual ability. Preference is given to those who share the ideals and objectives of the University, and whose self-directive capabilities might enable them to profit in an optimal way from its total program of learning and developmental experiences. The Enrollment Management Committee of the faculty has ultimate responsibility for admission and readmission to the University. The University maintains a policy of non-discrimination in the admission of students.

All necessary forms in the process of application may be obtained from the Admissions Office. In preparation for initial entrance or readmission, applicants are encouraged to file the appropriate forms early in the process. Admission to the University does not in itself assure the student of housing, financial aid, or other necessary arrangements. It is the responsibility of the applicant to make such arrangements with the appropriate office. March 1 is the priority deadline for admission to the University for the fall semester.

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## ADMISSION TO FRESHMAN STANDING

Students may apply as early as the fall semester of their senior year in high school or one year prior to transfer from another college or university. First-year applicants may apply for *early action* or *regular admission*. Early action is an option reserved for students who have made Point Loma Nazarene University one of their top choice institutions providing notification by January 15. The deadline for early action is December 1 and requires receipt of all admission materials, including transcripts and test scores. Applicants for the March 1 regular admission deadline and those not offered admission through early action may receive notification on or before April 1. Students seeking admission to the University following their secondary education must file the following with the Admissions Office:

- a formal application for admission;
- two recommendations;
- official SAT and/or ACT score reports;
- a high school transcript or its equivalent; and
- a formal interview.

The University expects applicants for admission to follow a typical preparatory course of study during their high school years. This should include the following program:

English . . . . .	.4 years
One foreign language . . . . .	.2 years
History . . . . .	.1 year
Algebra . . . . .	.1 year
Geometry . . . . .	.1 year
Laboratory science . . . . .	.1 year

*Note Students who plan to major in mathematics or any of the sciences should include at least three years of mathematics and laboratory courses in physical or biological sciences in their high school programs.*

Students who are admitted with any deficiencies in the above preparatory pattern may be required to make up such deficiencies either by taking certain courses or by demonstrating a minimum level of proficiency through acceptable scores on standardized achievement tests.

Freshmen entering Point Loma from accredited high schools have an aggregate GPA of above 3.750 and an average score of 1160 on the SAT examination.

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## ADMISSION OF TRANSFER STUDENTS

Students seeking admission from accredited colleges and universities must file the following with the Admissions Office:

- a formal application for admission;
- two recommendations;
- official SAT and/or ACT score reports and a high school transcript (for students with less than 36 completed semester units at application);
- official transcripts of all post-secondary course work; and
- a formal interview.

Students from accredited colleges and universities may be considered for admission provided a GPA of 2.000 has been maintained in all previous course work. Transfer applicants who have met all priority deadlines will receive notification between February 1 and April 1. The University has developed articulation agreements with a number of community colleges. Transcripts submitted from non-accredited institutions are evaluated on an individual basis. Transcripts from universities outside the United States must be evaluated for the student by an independent evaluation service approved by Point Loma. Transfer students who do not have all official transcripts on file with the Admissions Office before initial registration may be admitted but will not be allowed to register for the following semester until all transcripts are on file. Issues related to proper placement are addressed below under "Placement."

Students from community colleges may transfer in a maximum of 70 applicable units toward the baccalaureate degree at Point Loma. All courses taken at a community college transfer as lower-division units only.

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### ADMISSION OF INTERNATIONAL STUDENTS

Point Loma Nazarene University welcomes students from all over the world. Students for whom English is not the native language must demonstrate English language proficiency by taking the International Student English Exam administered by Point Loma and the Test of English as a Foreign Language (TOEFL), available through the Educational Testing Service, Box 955, Princeton, New Jersey 08540. A score of 550 on the paper-based TOEFL is required or 213 on the computer-based exam. International students seeking admission to the University must file the following documents with the Admissions Office:

- a formal application for admission;
- two recommendations;
- official transcripts (high school or university) ;
- SAT/ACT scores or official TOEFL scores (for non-native speakers) ;
- an affidavit of support; and
- a report from a transcript evaluation service.

It is the responsibility of students who submit transfer courses from a university outside the United States to have transcripts evaluated by an approved evaluation service. Students should contact the Admissions Office or the Records Office for evaluation applications from various services or contact those agencies directly, at [www.ecs.org](http://www.ecs.org) or [www.wes.org](http://www.wes.org).

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### READMISSION TO THE UNIVERSITY

Students who leave the University must apply for readmission through the Office of Admissions, meeting calendar deadlines and making deposits as required. Students whose continuous enrollment is not interrupted by more than two consecutive semesters may remain under their declared applicable *Catalog*. Those who are readmitted after three or more semesters of non-attendance return under the *Catalog* in effect at the time of readmission.

## Special Features

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### ENTRANCE AND PLACEMENT EXAMINATIONS

All applicants for admission to the University are required to take either the ACT Assessment of the American College Testing Program (ACT) or the Scholastic Assessment Tests (SAT) of the College Board. These tests are administered at high schools and university test centers throughout the United States. The scores earned are used for

placement in certain courses. **The Point Loma Nazarene University SAT testing code is 4605; the ACT code is 0370.** Entering students who have not taken the entrance examination are required to meet this requirement after arrival.

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### FIRST-YEAR EXPERIENCE (FYE)

*Educating the Student...Developing the Student...*

*Serving the Student.* This is the focus of Point Loma Nazarene University's First-Year Experience (FYE) program. FYE is a comprehensive and cohesive program of academic and personal development activities and services. The goal of Point Loma's FYE is to support and facilitate the transition to University life as students learn how to take responsibility in seeking to develop skills to meet the challenges of higher education, self-awareness and understanding of others, the enjoyment of a wide variety of services, and setting the course to enter into the community of faithful learners.

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### NEW STUDENT ORIENTATION (NSO)

An important component of the First-Year Experience at Point Loma Nazarene University is a program known as New Student Orientation (NSO). An intensive orientation to all aspects of student life at the university, NSO welcomes students and families to the main campus for a three-day series of events that focus on issues such as academic life, residential life, adjustment to the challenges of a University education, financing one's education, and enjoyable social events. The NSO experience is the culmination of mailings and Web offerings prepared and administered by a cross-section of the University community, including staff, faculty, and student leaders.

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### LEARNING EXPERIENCES FOR ACADEMIC PROGRESS (LEAP)

Learning Experiences for Academic Progress (LEAP) provides freshmen with a year of selected activities, structured academic programming, and on-campus support services in order to increase academic success, retention, and degree attainment. The LEAP experience is designed to assist students with the transition from high school into a four-year, residential environment by providing a network of educational, personal, social, and spiritual support for one academic year. Faculty members, along with professionals from Academic Advising, Engagement and Retention, and Residential Life, serve as advocates and facilitators to encourage students to achieve their educational goals. The program places a significant emphasis on the University-level writing and reasoning skills necessary to promote student learning. In both fall and spring semesters, students take a maximum of 13 units and receive tutorial services. The

Freshman Studies Seminar (FST 100-101) focuses on study skills, motivational issues, and the institutional and personal resources that can be used to contribute to academic success. In addition to curricular programming and academic enrichment, purposeful and holistic co-curricular opportunities are incorporated into LEAP.

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### **FRESHMAN SEMINAR (PSYCHOLOGY 101)**

Typical of many institutions of quality, Point Loma Nazarene University offers a freshman seminar required of all first-time freshmen in their first year of study. Presented in a unique combination of colloquium, lecture, and small-group laboratory experience, the seminar is designed to assist the student in understanding Point Loma Nazarene University as an academic, religious, and social culture. The semester-long experience features guest speaker, films, panels, and a variety of settings in which theories and issues in psychology are related to the student's own level of need to develop mentally, spiritually, and socially.

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### **INTEGRATED SEMESTER FOR FRESHMEN**

A learning community experience, PLNU's Integrated Semester for Freshmen (ISF) is a one-semester fall program of five classes and sixteen units open to 48 first-year students. Professors from several departments plan together for thematic studies and discussions that provide a unique synergism for cross-disciplinary learning. Other emphases of the program include writing across the curriculum, the development of a dynamic, close-knit learning community, and achieving an academically successful first semester. All courses in this program fulfill Point Loma requirements in the General Education Program for graduation. An activity fee covers costs of special activities including a mid-week retreat and a cultural event.

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### **COURSE CHALLENGE PROGRAMS**

Students may use a variety of vehicles for meeting graduation requirements other than in the traditional classroom. These include the Advanced Placement (AP) program sponsored by the College Entrance Examination Board, approved on-line courses, the College Level Examination Program (CLEP), and the International Baccalaureate (IB) program.

**Advanced Placement Program (AP).** Entering students who have satisfactory scores on AP examinations may receive credit in applicable areas of the curriculum. A score of four or five receives six units of credit where appropriate; a score of three receives three units. Credits awarded through the AP program are subject to the transcripting fee.

**International Baccalaureate (IB).** Point Loma recognizes the International Baccalaureate (IB) program and awards advanced standing for Higher Level courses completed with a score of five or above. Official IB transcripts must be sent to the Records Office for consideration. Credits awarded through the IB program are accepted as University credits and are not subject to the transcripting fee. For complete information, students should contact the Office of the Vice Provost for Academic Administration.

**College Level Examination Program (CLEP).** Students may earn up to 32 semester units of credit by demonstrating proficiency in Subject Examinations related to graduation requirements. Credit is awarded as recommended by the College Board, with some restrictions to certain majors and General Education. Credits are awarded only after the student has earned twelve units in residence with a minimum GPA of 2.000. The University charges a per-unit fee for transcripting course challenge credits in CLEP.

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### **STUDY ABROAD OPPORTUNITIES**

The Office of International Studies creates and provides programs that directly serve the University mission, primarily at international sites. Students are actively encouraged to spend a semester or summer studying outside the United States. Specifically, these study abroad programs provide students with the opportunity to expand their understanding of global and societal issues through direct study and work in a culture distinct from their own. Participation in these programs amplifies and extends the "teaching, shaping, and sending" emphasis of the University mission by helping students encounter and understand changes confronting our world in the context of global community and world citizenship.

Point Loma Nazarene University cooperates in selected programs for students who would benefit from such an academic experience. These programs are officially University-endorsed even though they are offered through other institutions. Students enrolling in these programs register for courses listed in the Off-Campus Programs (OCP) section of the Catalog and must determine with their advisors and counselors in the Office of International Studies, in advance, how credit for this work might be applied to graduation requirements. Furthermore, students must consider the implication of such study on University-funded scholarships. Additional information may be obtained online at [www.ptloma.edu/internationalstudy](http://www.ptloma.edu/internationalstudy), by e-mail at [studyabroad@ptloma.edu](mailto:studyabroad@ptloma.edu), or by contacting the Office of International Studies on the main campus.

Applications for Off-Campus Cooperative Programs are available in the Office of International Studies, located in the Bond Academic Center.

Programs designated with "CCCU" are sponsored by the Council for Christian Colleges and Universities.



# Off-Campus Cooperative Programs

Point Loma Nazarene University actively encourages all students to spend a full semester studying outside the United States. Such a semester allows students to experience living and learning in another culture, expanding their understanding not only of other world areas, but of their own country as well.

Point Loma Nazarene University cooperates in selected semester-long programs for students who would benefit from such an academic experience. These programs are officially Point Loma-endorsed even though they are offered through other institutions. Students enrolling in these programs register for courses listed in this portion of the Catalog and must determine with their advisors, in advance, how credit for this work might be applied to graduation requirements. Furthermore, students must consider the implication of such study on University-funded scholarships. Additional information may be obtained online at [www.ptloma.edu/internationalstudy](http://www.ptloma.edu/internationalstudy).

Applications for Off-Campus Cooperative Programs (OCP) are available in the Office of International Studies.

Programs designated with “CCCU” are sponsored by the Council for Christian Colleges and Universities.

## **OCP 000 (12-17) OFF-CAMPUS PROGRAM**

Students taking courses through a cooperative agreement with another credit granting institution register for this course.

## **OCP 210 (6) LATIN AMERICAN STUDIES PROGRAM**

Located in San Jose, Costa Rica, the program gives students the opportunity to study the language, culture, politics, history, economics, ecology, and religion of the region while living with a Costa Rican family. Students also participate in a service opportunity and travel for two weeks to surrounding countries. Three specialized academic concentrations, International Business and Management, Tropical Sciences and Sustainability, and Language/Literature are available to qualified students. CCCU.

## **OCP 220 (6) MIDDLE EAST STUDIES PROGRAM**

The Middle East Studies Program in Cairo, Egypt provides students with the opportunity to study Middle Eastern cultures, religions, and conflicts from within this diverse and strategic region. Juniors and seniors participate in interdisciplinary seminar classes, receive Arabic language instruction and serve as interns with various organizations in Cairo. The MESP encourages and equips students to relate to the Muslim world in an informed and constructive manner. CCCU.

## **OCP 230 (6) RUSSIAN STUDIES PROGRAM**

The Russian Studies Program enables juniors and seniors from Christian colleges to spend a semester living and learning in Russia. Students study the Russian language and attend seminar courses on Russian culture, history and current political and economic issues. Program participants experience a variety of Russian environments, living for twelve weeks in Nizhni Novgorod and visiting both Moscow and St. Petersburg. The semester includes the opportunity to participate in a service project and to live with Russian families for a portion of their stay. CCCU.

## **OCP 245 (6) CHINA STUDIES PROGRAM**

The China Studies Program is interdisciplinary and has been designed primarily for juniors and seniors. Participants are able to view China from the inside and to experience its culture and its diversities. Courses include: Basic Conversational Chinese, Chinese History and Culture, Contemporary Chinese Society, Economic Development and Reform Policies, and Politics and Foreign Affairs of China.

## **OCP 290 (1-8) INSTITUTE FOR FAMILY STUDIES**

The Institute for Family Studies is offered through Focus on the Family. It is a 15-week program (up to 16 semester units of credit) offered in Colorado Springs, Colorado, for students wishing to study the pressing issues facing the family from a Christian world-view perspective.

**OCP 299 (1-16) SPECIAL OFF-CAMPUS STUDIES**

Studying at the lower-division level in an approved program at an off-campus setting. All such programs must have the endorsement of the Academic Policies Committee.

**OCP 300/400 (4-8) AU SABLE ENVIRONMENTAL FIELD STUDIES PROGRAM**

Biology majors and other interested students may take advantage of unique, environmentally-oriented field courses offered through the Au Sable Institute of Environmental Studies, a Christian organization offering course work and field experiences in the context of Christian environmental stewardship. Courses are offered during two 5-week sessions in the summer at three North American campuses (Great Lakes, Pacific Rim, Florida) and two international venues (India, Kenya). Courses offered include field botany, animal ecology, mammalogy, ornithology, marine biology, conservation ecology, and ecology of various ecosystems (forest, fresh water, alpine, tropical).

**OCP 305 (1-16) AMERICAN STUDIES PROGRAM**

Students spend a semester in Washington, D.C. earning academic credit by serving as interns and participating in a contemporary, issue-oriented seminar program. Internships are available in congressional offices, social service agencies, think tanks, cultural institutions and many other organizations. The program is designed for juniors and seniors with a wide range of academic majors and vocational interests. CCCU.

**OCP 310 (10) LATIN AMERICAN STUDIES PROGRAM**

See OCP 210 for description.

**OCP 315 (1-16) LOS ANGELES FILM STUDIES CENTER**

This program enables students to serve in various aspects of the film industry with professional skill and Christian integrity. Located in Burbank near major production studios, the semester-long program combines seminar course work with internships in various segments of the film industry, providing the opportunity to explore the industry within a Christian context and from a liberal arts perspective. CCCU.

**OCP 320 (10) MIDDLE EAST STUDIES PROGRAM**

See OCP 220 for description.

**OCP 330 (10) RUSSIAN STUDIES PROGRAM**

See OCP 230 for description.

**OCP 335 (12-16) OXFORD HONORS PROGRAM**

Students spend a semester in England studying in a rigorous academic program, aimed at increasing critical thinking skills and scholarship from an integrated Christian perspective. Participants choose from a wide variety of tutorial

study programs in numerous disciplines, including the arts, religion, history, literature, and philosophy. In addition to two Oxford tutorials, students participate in a seminar and an integrative course through which they produce a scholarly project or term paper. Field trips provide opportunities for experiential learning in England's rich historical setting. CCCU.

**OCP 345 (10) CHINA STUDIES PROGRAM**

See OCP 245 for description.

**OCP 350 (1-16) WASHINGTON SEMESTER PROGRAM**

This American University program provides course work and internship opportunities in national politics, foreign policy, economic policy and justice, and a number of other fields. Students live and study at the American University campus.

**OCP 360 (1-12) SACRAMENTO SEMESTER PROGRAM**

This program is housed at California State University at Sacramento. It provides course work and internship opportunities for students interested in state politics.

**OCP 370 (1-16) UNITED NATIONS SEMESTER**

The United Nations Semester is offered through Drew University. Participating students attend official meetings, seminars and do research at the United Nations while taking international organization classes at Drew.

**OCP 380 (1-16) WORLD CAPITALS PROGRAM**

This American University Program provides course work and internship opportunities at several national capitals around the world. These study-abroad programs allow students to study languages, government policies and cultures of the host nation.

**OCP 385 (6) PLNU AND INSTEP CAMBRIDGE SUMMER STUDY ABROAD PROGRAM**

PLNU and the Institute of Economic and Political Studies (INSTEP) offer a summer study-abroad program in Cambridge, England. Students spend six weeks concentrating on coursework designed for those with interests in international relations, political economy, economics and international business. Students choose two three-unit courses from five offerings, all taught by senior INSTEP academics.

**OCP 390 (1-12) INSTITUTE FOR FAMILY STUDIES**

See OCP 290 for description.

**OCP 399 (1-16) SPECIAL OFF-CAMPUS STUDIES**

Study at the upper-division level in an approved program at an off-campus setting. All such programs must have the endorsement of the Academic Policies Committee.

# Credit From Other Sources

SOURCES OF CREDIT	ACCEPTED		CREDIT	MINIMUM/	COMMENT
	YES	NO	REQUIREMENT ACCEPTED	MAXIMUM CREDIT	
1. Advanced Placement Examinations (AP)	•		Score of 3, 4, or 5	None	Credit in applicable areas of the curriculum.
2. College-Level Examination Program (CLEP) <b>General Examinations</b> and Freshman Composition.		•			Only subject exams are accepted.
3. College-Level Examination Program (CLEP) <b>Subject Examinations</b>	•				Some restrictions in specific majors.
4. International Baccalaureate (IB)	•		Score of 5 or higher		Higher level only.
5. NLN - National League for Nursing Mobility Profile	•				Granted upon the recommendation of the Department of Nursing.
6. Excelsior College Examinations (Licensed Vocational Nurse)	•		Minimum of "C" or better	8 units	Granted upon the recommendation of the Department of Nursing.
7. Credit recommendations of the ACE Guide to the Evaluation of Educational Experience in Armed Services a. Military services b. Approved Academic Service Schools		•			
8. Military Discharge Document (DD214) or active military identification card	•		Approved military activities (yrs, boot camp, etc.)		Waives PED 100, and physical activity requirement.
9. Units by non-traditional delivery systems	•				See Vice Provost.
10. Bible Colleges not accredited by Western Association of Schools and Colleges or a comparable regional accrediting association	•				Limited credit accepted, reviewed after student attends PLNU for a semester.
11. Non-U.S. college and university transcripts	•				Transcripts must first be submitted by the student to ECE, ACEI or WES for evaluation.
12. Reserve Officer Training Corps (ROTC)	•				In cooperation with SDSU and USD.
13. Accredited community college transcripts	•				See Records Office for articulation agreements.
14. Studies Abroad	•				See Office of International Studies for PRIOR approval.
15. Continuing Education units		•			
16. GED	•				In lieu of a high school transcript.