



# Application for Part-Time Undergraduate Admission

WESTERN NEW ENGLAND UNIVERSITY | **WNE**

## *To apply for admission*

1. Complete this form and submit it with the \$30 application fee. This fee can be waived if a Western New England alumnus/a signs the application.
2. Have your official high school transcript(s) or GED verification forwarded.
3. Submit one letter of recommendation.
4. Students over 24, veterans, and transfer students with 24 college credits do not need to submit standardized test scores. Other applicants should submit official SAT (code #3962) or ACT (code #1930) scores.
5. Transfer students should submit all of the above along with official transcripts from all post-secondary institutions attended.

If you want to apply for financial aid, you should submit a Free Application for Federal Student Aid (FAFSA) with code #002226.

**Note:** In order to be eligible for financial aid, you must have final approval into a degree program and be enrolled in a minimum of six credit hours per semester.

All materials should be sent to:

**Admissions Office**  
Western New England University  
1215 Wilbraham Road  
Springfield, MA 01119-2684

**Phone:** 800-325-1122 ext. 1517  
413-782-1517  
**FAX:** 413-782-1777  
**Email:** [study@wne.edu](mailto:study@wne.edu)  
[www.wne.edu/adultlearning](http://www.wne.edu/adultlearning)

---

## FOR OFFICE USE ONLY

---

Decision: \_\_\_\_\_

Initials: \_\_\_\_\_

Date: \_\_\_\_\_

---

**PERSONAL INFORMATION**

---

Legal name \_\_\_\_\_  
Last First Middle Social Security Number

Other names that may appear on educational records \_\_\_\_\_

Mailing Address \_\_\_\_\_  
Number and Street

City State ZIP Code

Home Telephone ( ) \_\_\_\_\_ Home Email \_\_\_\_\_

Cell phone ( ) \_\_\_\_\_

Date of Birth \_\_\_\_/\_\_\_\_/\_\_\_\_  Male  Female U.S. Veteran  Yes  NoU.S. Citizen or Permanent Resident?  Yes  No If no, please explain: \_\_\_\_\_Have you previously applied for admission to Western New England University?  Yes  No If yes, when? \_\_\_\_\_I want to enroll in: (check one)  Fall  Spring  Summer Year \_\_\_\_\_

---

**EMPLOYMENT**

---

Present Position \_\_\_\_\_

Employer \_\_\_\_\_

Address \_\_\_\_\_

Work Telephone ( ) \_\_\_\_\_ Work Email \_\_\_\_\_

---

**EDUCATION**

---

Please request that an official transcript of grades be sent from each institution listed below to the Admissions Office.

**Secondary School** (List high school or GED)

Name of Institution	Location	Dates of Attendance	Date of Graduation

Have you ever enrolled in a college course(s)?  Yes  No**Colleges** (List all colleges and universities attended)

College/University	Location	Dates of Attendance	Degree Earned

Please list any in-progress course work below:

Semester	Code Number	Title

---

**INTENDED AREA OF STUDY (CHECK ONLY ONE BOX)**

---

You have a variety of options to choose from for part-time study. Degree-seeking students accepted for admission may select courses offered through both the accelerated terms and traditional semesters. Students enrolled in the accelerated degree programs may need to take a course(s) offered during the traditional 15-week semester to satisfy degree requirements. **Please select the appropriate program based on your interest.**

---

**ACCELERATED UNDERGRADUATE DEGREE PROGRAMS OF STUDY**

---

**College of Arts and Sciences**

- Liberal Studies
- Integrated Liberal Studies

**College of Business**

- General Business
- Online Bachelor of Business Administration

---

**PROGRAMS OF STUDY, EVENING**

---

**College of Arts and Sciences**

- Liberal Studies (Associate's Degree)
- Liberal Studies (Bachelor's Degree)
- Criminal Justice

**College of Business**

- Accounting
- Business Information Systems
- General Business
- Management

---

**PROGRAMS OF STUDY, DAYTIME**

---

**College of Arts and Sciences**

- Biology
- Chemistry
- Communication
  - \_\_\_ Journalism
  - \_\_\_ Media Theory and Production
  - \_\_\_ Professional Communication
  - \_\_\_ Public Relations
- Computer Science
- Creative Writing
- Criminal Justice
  - \_\_\_ Crime and Society
  - \_\_\_ Criminal Investigation
  - \_\_\_ Terrorism and Homeland Security
- Economics
- Education - Elementary\*
- Education - Secondary\*\*
- English
- Forensic Biology
- Forensic Chemistry
- History
- Information Technology
- Integrated Liberal Studies

- International Studies
  - \_\_\_ Developing Societies
  - \_\_\_ Economics and Commerce
  - \_\_\_ European Area
- Law and Society
- Liberal Studies (Associate's Degree)
- Liberal Studies (Bachelor's Degree)
- Mathematical Sciences
- Neuroscience
- Philosophy
- Political Science
- Psychology
- Social Work†
- Sociology
- Sustainability
  - \_\_\_ Communication
  - \_\_\_ International Development
  - \_\_\_ Management and Marketing
  - \_\_\_ Public Administration

**College of Business**

- Accounting
- Arts and Entertainment Management

- Business Information Systems
- Finance
- General Business
  - \_\_\_ Entrepreneurship
  - \_\_\_ International Business
  - \_\_\_ Sustainability Management
- Management
- Marketing
- Marketing Communication/Advertising
- Sport Management

**College of Engineering**

- Biomedical Engineering
- Electrical Engineering
  - \_\_\_ Computer
  - \_\_\_ Electrical
  - \_\_\_ Green
- Industrial Engineering
- Mechanical Engineering
  - \_\_\_ Green
  - \_\_\_ Manufacturing
  - \_\_\_ Mechanical

---

\* Applicants for Elementary Education must also check one of the following programs: English, History, Mathematical Sciences, Political Science, Psychology, or Sociology. Transfer students with more than one year of college credit must be approved by the department chairperson. One full-time fall semester will be required.

\*\* Applicants for Secondary Education must also check one of the following programs: Biology, any College of Business program, Chemistry, English, History, Mathematical Sciences, or Political Science. One full-time fall semester will be required.

† Reference of the University catalogue for additional information regarding admission to the program.

From what sources have you learned about Western New England University?

Please check all that apply.

- |                                      |   |
|--------------------------------------|---|
| <input type="checkbox"/> Internet    | <input type="checkbox"/> Friend/Relative/Alumni         |
| <input type="checkbox"/> Direct Mail | <input type="checkbox"/> Colleague                      |
| <input type="checkbox"/> Print Ads   | <input type="checkbox"/> Your Human Resource Department |
| <input type="checkbox"/> TV          | <input type="checkbox"/> Radio                          |
| <input type="checkbox"/> Other _____ |   |

List any other colleges to which you are applying: \_\_\_\_\_

Have you ever been suspended, dismissed, or expelled from an educational institution?  Yes  No

Have you ever been convicted of a felony (without the record being sealed or expunged)?  Yes  No

If you answered "Yes," please provide an explanation on a separate sheet of paper.

I, the undersigned, acknowledge that by signing this application form, I am hereby financially responsible for any and all tuition, fees, and other charges incurred during my enrollment at Western New England University. Furthermore, I understand that any and all payment terms must be satisfied before the beginning of each academic session, and that failure to do so may prevent me from being able to register at Western New England University for future sessions. I also understand that finance charges will accrue on any and all unpaid balances. Lastly, I understand that I will be financially responsible for all costs related to collection of any and all unpaid balances, including but not limited to attorney fees, collection costs, and further interest. I understand that the application fee is not refundable for any reason.

I certify that the information above is complete and correct to the best of my knowledge, and that I am the original author of any information that is directly requested of me. I understand that my acceptance and matriculation may be canceled if any information in support of my application is found to be false.

\_\_\_\_\_  
*Signature of Applicant* \_\_\_\_\_  
*Date*

If you are seeking an application fee waiver from a Western New England alumnus/a, please complete the following:

Alumnus/a Name \_\_\_\_\_

\_\_\_\_\_  
*Signature of Alumnus/a* \_\_\_\_\_  
*Graduation Date*

**OPTIONAL**

To meet revised Federal requirements on the collection and reporting of race/ethnicity, please answer the following two statements.

A. I identify myself as Hispanic or Latino, or of Spanish origin:  Yes  No

B. I identify myself as belonging to one or more of the following groups (Please check **all** that apply, if any):

- |   |                                |  |
|---|--------------------------------|--|
| <input type="checkbox"/> Black/African American/Haitian         | <input type="checkbox"/> Asian | <input type="checkbox"/> American Indian/Alaska Native |
| <input type="checkbox"/> Native Hawaiian/Other Pacific Islander | <input type="checkbox"/> White |  |

If you answered statement B, please make sure that you also answered statement A.

Is English your primary language?  Yes  No, it is \_\_\_\_\_

Is English the primary language spoken in your home?  Yes  No, it is \_\_\_\_\_



1215 Wilbraham Road, Springfield, MA 01119

**800-325-1122 • Fax: 413-782-1777 • Email: [study@wne.edu](mailto:study@wne.edu) • Website: [www.wne.edu/adultlearning](http://www.wne.edu/adultlearning)**

Western New England University is committed to the principle of equal opportunity in education and employment. The University does not discriminate on the basis of sex, race, color, creed, national origin, age, religion, sexual orientation, gender identity, gender expression, veteran status, or disability in admission to, access to, treatment in, or employment in its programs and activities. The following person has been designated to handle inquiries regarding the nondiscrimination policies: Executive Director of Human Resources, Western New England University, 1215 Wilbraham Road, Springfield, MA 01119-2684. Inquiries concerning the application of nondiscrimination policies may also be referred to the Regional Director, Office for Civil Rights, U.S. Department of Education, J.W. McCormack P.O.C.H., Room 222, Boston, MA 02109-4557.