

UNDERGRADUATE APPLICATION

YALE GORDON COLLEGE OF LIBERAL ARTS
MERRICK SCHOOL OF BUSINESS



CONTENTS

Overview	2
Applying for Admission	3
Degree/Certificate Students	3
Students Seeking Readmission	3
Nondegree Students	4
International Students	4
Evaluating Foreign Transcripts	4
Demonstrating English-Language Proficiency	4
Applying for Maryland Residency	4
Applying for Financial Assistance	4
Federal Financial Aid	5
UB Scholarships	5
Policies Affecting Students	5
Evaluating Your Transfer Credits	6
Application for Undergraduate Admission	7
Maryland In-State Residency Form	9
Campus Map/Directions	11

CHECK OUT UB FOR YOURSELF

Read the undergraduate viewbook:

It provides a brief overview of UB's programs and campus life.

Take a campus tour:

Meet a student ambassador for a stroll around the neighborhood and chat with students on Gordon Plaza. Call 410.837.5417 to schedule a tour.

Visit UB's Web site: www.ubalt.edu.

Call for help: Student services offices are open weekdays 8:30 a.m. to 7 p.m., Fridays until 4:30 p.m.

Admissions: 1.877.ApplyUB;
410.837.4793 (fax); admissions@ubalt.edu

International Services: 410.837.4756

Financial Aid: 410.837.4763

Scholarships: 410.837.4763

Stay in touch: Reach Admissions, International Services, Financial Aid, the Business Office and all other student services offices at:

University of Baltimore
1420 N. Charles St.
Baltimore, MD 21201-5779.

ATTEND AN INFORMATION SESSION

Join us on campus to learn why UB is such a popular choice for transfer students. You'll have the chance to talk with current students, tour our facilities with a student ambassador and find out more about UB's admission and transfer policies. Then sit down with an adviser from your academic area of interest to discuss transfer credits and your program of study.

1. Parking is free, and registration is easy. Just call 1.877.ApplyUB or complete our online registration form.
2. Visit www.ubalt.edu/admissions/forms/info_session.html for a list of open house dates.

The University of Baltimore is Maryland's only upper-division university, offering the junior and senior years of undergraduate study as well as opportunities for a limited number of high-achieving sophomores. Graduate and professional degree programs and certificates are offered in the liberal arts, business and law.

Join this diverse group of serious, highly motivated students who combine the rigors of academic study with busy personal and professional lives.

UB enrolls more than 2,000 undergraduates in business and the liberal arts. Many of these students earned associate's degrees from local community colleges, while others transferred from four-year institutions. A number of them

have returned to school after spending time beginning careers or starting families.

With a student-faculty ratio of 16 to one and a personalized system of advising, UB emphasizes one-on-one interaction and individual attention to ease the transition for new students. Some 86 percent of full-time faculty hold the highest terminal degree in their field, and adjunct faculty are chosen for the applicability of their professional expertise to the curriculum.

UB's nearly 50,000 alumni, most of whom remain in the Baltimore area after graduation, have helped build the University's reputation among employers for the quality of its undergraduate and graduate programs.

APPLYING FOR ADMISSION

Application for Undergraduate Admission (p. 7)

Application Deadline

Fall Semester

- Forensic studies (*fall admission only*)
March 1
- Priority deadline for all other programs
June 1
- Regular deadline for all other programs
Aug. 1

Spring Semester

- Priority deadline *Dec. 1*
- Regular deadline *Jan. 9*

Summer Semester

- All summer programs *May 1*

To ensure consideration for the semester in which you desire admission, submit your application materials by the appropriate deadline. *For an expedited admissions decision and priority course registration, submit your completed admission application by the priority deadline.* Your completed application can also be considered after these dates if you meet admission standards and space is available.

For admission to UB, you need a grade point average of at least 2.0 when transferring 56 or more credits from an accredited institution. To apply as a sophomore, you need at least a 2.5 GPA when transferring 24-41 credits or a 2.3 GPA when transferring 42-55 or more credits. A final admission decision is made when your file is complete, i.e., when the Office of Admissions receives items 1-8 below (as applicable). You may not be allowed to register for classes if an item is missing from your file or if you are still taking classes needed to meet admission standards.

If you are still taking classes needed to transfer, the Office of Admissions must receive an official transcript documenting those classes no later than 30 days after your UB registration. Admissions then makes a final decision.

Use the Evaluating Your Transfer Credits Form (p. 6) to determine how many transferable credits you are likely to have. UB bases its actual award of transfer credits on your official transcript.

Application Fee

Online application: \$30

Paper application: \$45

All applications after deadline: \$60

Degree/Certificate Students

All new degree or certificate students use the following procedure to apply for admission:

1. Complete the Application for Undergraduate Admission (p. 7 or online at www.ubalt.edu/admissions).
2. Prepare a check or money order to the University of Baltimore for the appropriate application fee.
3. Complete the Residency Information Form if you wish to be considered a Maryland resident for admission/tuition purposes.
4. If you are an immigrant or permanent U.S. resident, provide a photocopy of both sides of your green card or visa documents.
5. Mail items 1-4 to the UB Office of Admissions.
6. Arrange for *each* U.S. college, university or other postsecondary institution attended to send two copies of your official transcript directly to the UB Office of Admissions.
7. If you have transcripts from schools outside the United States, arrange to have them evaluated by a U.S. credential evaluation service. See also Evaluating Foreign Transcripts, p. 4.
8. If English is not your native language, take the Test of English as a Foreign Language and have your official score sent directly to the Office of Admissions. See also Demonstrating English-Language Proficiency, p. 4.

Students Seeking Readmission

You must be formally readmitted if you have not taken any classes for credit at UB for *more than two consecutive semesters* (excluding summers) and have not received an official leave of absence from the dean of your college. If you have been absent for only one or two semesters, simply register for classes during the next appropriate registration period. To apply for readmission:

1. Complete the Application for Undergraduate Admission, including question 18 (p. 7 or online at www.ubalt.edu/admissions).

2. Prepare a check or money order to the University of Baltimore for the appropriate fee.
3. Complete the Residency Information Form if you wish to be considered a Maryland resident for admission/tuition purposes.
4. Pay all outstanding balances in full to the Business Office; failure to pay all obligations in full will prevent your readmission.
5. Mail or deliver items 1-3 to the Office of Admissions.

MAJORS/PROGRAMS OF STUDY

(use for line 14c on undergraduate admission application)

- B.A. Community Studies and Civic Engagement
- B.A. English
- B.A. Government and Public Policy
- B.A. History
- B.A. History: Public History
- B.A. Human Services Administration
- B.A. Interdisciplinary Studies¹
- B.A. Jurisprudence²
- B.A. Psychology
- B.S. Applied Information Technology
- B.S. Business Administration³
 - Accounting⁴
 - Computer Information Systems
 - Entrepreneurship
 - Finance
 - General Management
 - Human Resource Management
 - International Business
 - Marketing
- B.S. Corporate Communication
- B.S. Criminal Justice
- B.S. Forensic Studies², Forensic Science
- B.S. Forensic Studies², Police Science
- B.S. Health Systems Management
- B.S. Management Information Systems
- B.T.P.S. Simulation and Digital Entertainment
- Business Certificate in Global Business
- Business Certificate in Marketing
- Nondegree, Business
- Nondegree, Liberal Arts

¹ Students design their own interdisciplinary studies degree by selecting three approved areas of study.

² requires a 3.0 cumulative GPA

³ On line 14c, enter "business administration" as the major and one of the specializations listed.

⁴ requires a 2.25 cumulative GPA

Nondegree Students

Nondegree students take courses for personal enjoyment, professional enrichment or transfer to another institution. Some limitations exist and are described in the *University of Baltimore Undergraduate Catalog*. To apply as a nondegree student:

1. Complete the Undergraduate Application for Admission (p. 7 or online at www.ubalt.edu/admissions).
2. Prepare a check or money order to the University of Baltimore for the appropriate application fee.
3. Complete the Residency Information Form if you wish to be considered a Maryland resident for admission/tuition purposes.
4. If you intend to transfer the credits earned at UB to another institution, obtain a letter from an official at that institution describing the course(s) needed and verifying your good standing at that school.
5. Mail or deliver items 1-4, as applicable, to the UB Office of Admissions.
6. If taking business classes for credit, document that you have completed at least 24 transferrable credits by having two copies of all your official undergraduate transcript(s) sent directly to the UB Office of Admissions.

International Students

The University of Baltimore values the contributions international students make to the academic environment and welcomes applications from qualified applicants. The International Services Office is a one-stop source of information and support for international students throughout their tenure at UB.

Request the University's International Application Packet from the Office of Admissions for complete information, and apply well in advance.

Application Deadlines for Students Residing Outside the United States

Fall semester *June 1*

Spring semester *Nov. 1*

Summer session *March 1*

Nonimmigrant Applicants

Nonimmigrant applicants apply for admission using the procedures for degree/certificate students (p. 3). They must also submit the following to the Office of Admissions:

- the Supplemental International Applicant Information Sheet, available in the International Application Packet
- a photocopy of visa documents (if already residing in the United States)
- if seeking or currently holding an F-1 student visa, evidence of financial support (covering tuition, fees and living expenses) from a sponsor (The International Application Packet contains a current estimate of full-time annual tuition and living expenses.)
- certified English translations of all documents written in a language other than English
- a course-by-course evaluation, by a U.S. credential evaluation service, of any foreign transcripts (see below)
- evidence of English-language proficiency (see below)
- additional documentation, such as syllabi or course descriptions, as requested.

Students on F-1 and J-1 visas must enroll full time, defined for undergraduates as 12 credits per semester.

The University issues the Form I-20, Certificate of Eligibility for Nonimmigrant F-1 Student Visa Status, to applicants who meet all academic, financial support and English-language proficiency requirements. The University also issues Form DS-2019 for J-1 exchange visitor students.

EVALUATING FOREIGN TRANSCRIPTS

The University of Baltimore does not evaluate transcripts from non-U.S. schools. If you attended a college or university outside the United States, you must arrange (at your expense) to have your academic record evaluated on a detailed, course-by-course basis by a U.S. credential evaluation service. Request the International Application Packet from the Office of Admissions for information and the appropriate forms.

DEMONSTRATING ENGLISH-LANGUAGE PROFICIENCY

Regardless of citizenship or visa status, applicants who are non-native speakers of English must demonstrate a satisfactory level of proficiency by scoring at least 550 on the paper-based Test of English as a Foreign Language or 213 on the computer-based test.

The TOEFL requirement applies to both degree-seeking and nondegree students. You are exempt from this requirement if you have completed at least 56 credits, including English composition, at an accredited college or university in the United States.

The University reserves the right to require additional English-language instruction of any student.

Request TOEFL information from the Educational Testing Service, P.O. Box 6252, Princeton, NJ 08541-6165, or visit www.toefl.org.

The University's TOEFL reporting code is 5810.

APPLYING FOR MARYLAND RESIDENCY

Even if you are a longtime Maryland resident, you must complete the Residency Information Form (p. 9) and submit it with your admission application to claim residency for tuition, admission and charge-differential purposes. Otherwise, you are designated a nonresident and pay the higher out-of-state tuition. See the current *UB Undergraduate Catalog* for detailed information about qualifying for Maryland residency.

APPLYING FOR FINANCIAL ASSISTANCE

Assistance in financing your education is available. Financial aid funds are available in the form of grants, scholarships, student employment and loans. Grants and scholarships do not have to be repaid, while loans permit students to borrow money that must be repaid with interest. Student employment allows individuals to earn money for school by working part time either on or off campus. Funding sources include the federal government, the state of Maryland, the University of Baltimore and private donors.

Financial Aid Deadlines

Priority deadline *March 1*

Completed financial aid applications received by March 1 will receive priority consideration for all financial aid funds. The steps required in the application process are:

- Complete a Free Application for Federal Student Aid online at www.fafsa.ed.gov.
- Complete the UB financial aid application online at www.ubalt.edu/myub.
- Complete the UB financial-aid loan data sheet online at www.ubalt.edu/myub.
- Complete the UB admissions application online at www.ubalt.edu/admissions or via the UB Office of Admissions.
- Provide additional documentation only upon request by UB.
- If you are a new borrower at UB, you will need to complete a Master Promissory Note and a loan entrance interview. Detailed information will be provided with your award letter.
- Visit the UB financial aid Web site at www.ubalt.edu/financialaid or e-mail financial-aid@ubalt.edu.

UB Scholarship Deadlines

Wilson Scholarship – Feb. 1 for fall semester and Oct. 1 for spring semester (no exceptions)

All other scholarships – March 1 for fall semester and Nov. 1 for spring semester (for priority consideration)

UB offers a generous program of scholarships to academically talented transfer students. Please visit www.ubalt.edu/financialaid or see the University of Baltimore Undergraduate Viewbook for a listing of scholarships and all specific criteria. Scholarship materials should be returned to the Office of Financial Aid. To apply for scholarships:

- Request a Scholarship Information Packet from the Office of Admissions or visit www.ubalt.edu/admissions/scholarships.
- Complete the scholarship application and submit it with all supporting documentation—including an essay, letters of recommendation and proof of Phi Theta Kappa membership (if applicable)—to the

Office of Financial Aid by the required deadline. Applications will continue to be accepted until all spots are filled or until two weeks prior to the start of the semester.

- Complete your application for admission along with supporting materials (page 7). The UB admissions application must also be received prior to any scholarship deadlines for consideration.
- If applicable, complete a Free Application for Federal Student Aid (online at www.fafsa.ed.gov) to be considered for all financial aid opportunities. For full consideration, please complete the FAFSA no later than March 1.

POLICIES AFFECTING STUDENTS

Nondiscrimination

The University of Baltimore does not discriminate on the basis of race, color, national or ethnic origin, age, religion, sex, disability or sexual orientation in its programs, activities or employment practices. Inquiries regarding discrimination related to educational programs and activities should be directed to: Vice Provost for Enrollment Management and Student Affairs, University of Baltimore, Academic Center, 1420 N. Charles St., Baltimore, MD 21201-5779; 410.837.4755.

Drug and Alcohol Use

The use or abuse of controlled or illegal substances, including alcohol, poses a serious threat to the health and welfare of a large segment of the college student population through the lessening of academic performance, estrangement of social relations, creation of mental health and physiological problems, vandalism and, in some cases, bodily injury, illness or death. The University of Baltimore Drug and Alcohol Policy is designed to help protect the health and welfare of students and to maintain an atmosphere and environment appropriate for learning.

Drug Policy: The use, possession, sale, distribution or condition of being under the influence of controlled or illegal substances on University premises, except as permitted by law, is strictly prohibited.

Alcohol Policy: The University permits the use of alcoholic beverages in designated areas on campus if such use conforms to all applicable alcoholic beverage laws and to the specific University regulations set forth in the *UB Student Handbook*. The use of alcoholic beverages on campus must also be consistent with the maintenance of a high standard of conduct conducive to learning.

Violations: Violations of laws and University policies and regulations regarding the use of controlled/illegal substances and alcohol are subject to prosecution through both civil authorities and the campus judicial system. Penalties through the latter system depend on a careful review of the entire circumstances of each individual case but take into consideration such factors as the accused person's previous record, the nature of the substance and the degree of culpability. The range of University penalties includes, but is not limited to, disciplinary reprimand, loss of privileges, restitution, disciplinary probation, disciplinary suspension, disciplinary dismissal and disciplinary expulsion.

UNDERGRADUATE CATALOG

The undergraduate viewbook briefly describes undergraduate programs and policies. For detailed information, consult the current *UB Undergraduate Catalog*. It documents the program information and graduation requirements that apply during your uninterrupted tenure at UB, even if those academic requirements subsequently change.

Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act (*Public Law 101-542*): Printed materials may be obtained by calling the University of Baltimore Department of Public Safety at 410.837.5529 or by visiting the Web site at www.ubalt.edu/publicsafety/crimestats.html.

EVALUATING YOUR TRANSFER CREDITS

Following are the requirements that you must fulfill to earn a bachelor's degree from UB. The University recommends that you complete most of these classes before enrolling. Comparable courses are offered at UB for those transferring as a sophomore. Key points:

- You need 24 or more transferable credits for admission to UB and at least 120 approved credits for your bachelor's degree. (See p. 3 for specific admission requirements.)
- For a course to transfer to UB, you typically must have earned a grade of "C" or better. Courses for which you earned a "D" grade transfer only if taken at a Maryland public college and are accepted by that school to fulfill general education requirements.
- If you have a transferable degree (an A.A. or A.S.) from a Maryland public community college, you typically meet all of UB's lower-level general education requirements. Students without degrees have their records evaluated on a course-by-course basis.
- You may transfer up to 60 credits from a community/junior college or up to 90 total credits (of which 70 may be freshman/sophomore-level) from a four-year institution. The actual number of transfer credits applicable toward your bachelor's degree depends on your UB major.

Worksheet for Liberal Arts Students

Required Courses	Credits
<input type="checkbox"/> English Composition	3
<input type="checkbox"/> Mathematics (college algebra or higher)	3
<input type="checkbox"/> Finite Mathematics (B.S. in Applied Information Technology majors only)	3
Arts and Humanities Courses	12
<input type="checkbox"/> Literature (200-level or higher)	
<input type="checkbox"/> Oral Communication	
<input type="checkbox"/> History or Philosophy	
<input type="checkbox"/> Fine Arts (art, dance, drama, music appreciation/history or other arts and humanities courses, except workshop or studio courses)	
Interdisciplinary and Emerging Issues Course	3
<input type="checkbox"/> Computer Literacy	
Social and Behavioral Sciences Courses	6
Choose courses from any two disciplines, including geography, political science, psychology, government, criminal justice, anthropology, sociology or micro/macroeconomics.	
<input type="checkbox"/> Course No. 1 _____	
<input type="checkbox"/> Course No. 2 _____	
Biological and Physical Sciences Courses	7
If you enrolled at a Maryland public institution before fall 1996 and have attended college continuously since then, you need only 3-4 science credits.	
<input type="checkbox"/> Course With Laboratory	
<input type="checkbox"/> Course Without Laboratory	
Total General Education/Required Courses	34-37
Electives:	

Worksheet for Business Students

Required Course	Credits
<input type="checkbox"/> English Composition	3
Arts and Humanities Courses	9
<input type="checkbox"/> Literature (200-level or higher)	
<input type="checkbox"/> History or Philosophy	
<input type="checkbox"/> Fine Arts (art, dance, drama, music appreciation/history, other arts/humanities courses, except workshops/studios)	
Interdisciplinary and Emerging Issues Course	3
<input type="checkbox"/> Introduction to Computers/Applications (or equivalent)	
Social and Behavioral Sciences Courses	6
Choose courses from any two disciplines, including geography, political science, psychology, government, criminal justice, anthropology, sociology or micro/macroeconomics.	
<input type="checkbox"/> Course No. 1 _____	
<input type="checkbox"/> Course No. 2 _____	
Biological and Physical Sciences Courses	7
If you enrolled at a Maryland public institution before fall 1996 and have attended college continuously since then, you need only 3-4 science credits.	
<input type="checkbox"/> Course With Laboratory	
<input type="checkbox"/> Course Without Laboratory	
Total General Education/Required Courses	28
Business Lower-Division Required Courses	21
Complete the following with a grade of "C" or better, and satisfy any prerequisites before enrolling in the upper-division business core courses:	
<input type="checkbox"/> Business Law I	
<input type="checkbox"/> Statistics for Business ¹	
<input type="checkbox"/> Oral Communication ¹	
<input type="checkbox"/> College Algebra ¹	
<input type="checkbox"/> Principles of Economics ¹ (micro or macro)	
<input type="checkbox"/> Introduction to Financial Accounting	
<input type="checkbox"/> Introduction to Managerial Accounting.	
¹ fulfills both a business lower-division core requirement and a general education requirement in the social and behavioral sciences, arts and humanities or mathematics	
Total Required Courses	46-49
Electives:	

Consistent with the Jeanne Clery Disclosure of Campus Security Policy and Campus Crime Statistics Act, the following questions are required. If you answer “yes” to any of them, please explain in detail the nature of the incident, when it occurred and its resolution on a separate sheet of paper.

Have you ever been convicted of a crime, other than a minor traffic violation, for which the charges have not been expunged or pardoned? Yes No

Have you ever been academically dismissed from or declared ineligible to attend any previous institution, including the University of Baltimore? Yes No

Has disciplinary action been initiated or taken against you at any of the institutions you previously attended, including the University of Baltimore? Yes No

Name (please print)

Signature of applicant

Date

Turn page to begin application.

APPLICATION FOR UNDERGRADUATE ADMISSION

The University of Baltimore is an upper-division university requiring at least 24 transferable credits for admission to degree programs. Degree-seeking students may not enter directly from high school. Refer to the instructions in this packet for information. Print or type your answers on the form, or complete an online application located at www.ubalt.edu/admissions.

Applying for: Fall 20____ New student
 Spring 20____ Student seeking readmission
 Summer 20____
 Other 20____

1. _____
 Last name First name Middle name

2. _____
 Other name(s) under which your academic records may be submitted

3. _____
 Social security number

4. _____
 Local street address City State Zip + 4 County

5. _____
 Permanent street address City State Zip + 4 County

6. _____
 Home telephone Work telephone Fax number E-mail address

7. _____
 Employer

8. Person to contact in case of emergency:

 Name Relationship

 Address Telephone

9. Is Maryland your legal state of residence? Yes No

Note: You must complete and return the enclosed Residency Information Form to be considered for in-state tuition.

10. (Optional) Responses do not affect your admission and are held in confidence. They enable UB to provide appropriate materials and to complete statistical analyses. Your assistance is greatly appreciated.

a. Ethnic origin: 1/Black/African-American 2/American Indian or Alaskan Native 3/Asian or Pacific Islander
 4/Hispanic 5/Caucasian 6/Other: _____

b. Gender: Male Female

c. Date of birth (month/day/year): _____

d. Marital status: _____ e. Military status: _____

Except as noted in the application instructions, responses on lines 11-13 do not affect admission but are required to facilitate advising and visas.

11. Is English your native language? Yes No
 If no, have you taken the Test of English as a Foreign Language (TOEFL)? Yes No Score: _____ Date (month/day/year): _____

12. Are you a U.S. citizen? Yes No

13. Complete the following only if you are not a U.S. citizen:

Country of birth: _____

Country of citizenship: _____

Are you currently residing in the United States? Yes No

If yes, date you arrived in the United States: _____
 (month/day/year)

Indicate the type of visa you currently hold:

a. Immigrant visa/permanent resident (Attach a copy of both sides of your green card.)

b. Nonimmigrant F-1 student visa

c. Other classification (e.g., applicant for permanent residence, visitor, spouse of student)

Specify: _____

(over)

14. Intended program of study:

- a. Degree-seeking Nondegree Full time (12 credits or more)
 Bachelor's Business courses Part time (fewer than 12 credits)
 Certificate Liberal arts courses
 Second bachelor's Pre-M.B.A./M.S. in Business (requires bachelor's degree)
 Visiting (requires letter from home institution)

c. Degree and certificate applicants only: List your intended major and degree, selected from the majors/programs of study list on p. 3 of this packet.

Major: _____ B.A. B.S. Certificate

Specialization: _____

15. List chronologically **all** high schools, colleges and universities attended. (You must have official transcripts sent directly to the Office of Admissions from each college/university attended, except the University of Baltimore. Transcripts that list courses/transfer credits from other colleges are not satisfactory for determining transfer credits from those institutions.)

Institution	Location	Major	Month/Year Attended	Credits	Degree
_____	_____	_____	From ___/___ To ___/___	_____	_____
_____	_____	_____	From ___/___ To ___/___	_____	_____
_____	_____	_____	From ___/___ To ___/___	_____	_____
_____	_____	_____	From ___/___ To ___/___	_____	_____

16. Name of educational institution at which you are currently enrolled (if any): _____

Number of credits you are taking: _____ Total credits you will have completed by the time you transfer to UB: _____

17. If you have not done so already, are you planning to complete the requirements for an associate's (A.A. or A.S.) degree? No Yes If yes, when? _____

18. Have you ever applied to the University of Baltimore before? Yes No If yes, when? (semester/year): _____

Did you register for courses? Yes No If yes, when? From (month/year): _____ To (month/year): _____

Did you earn a degree? Yes No When? (month/year): _____

19. Father's highest educational level: _____ Mother's highest educational level: _____

20. Are any members of your family graduates of the University of Baltimore? Yes No

Name: _____ Relationship: _____

21. What influences prompted you to apply to UB? (Check all that apply)

- Baltimore *Sun* ad Weekly newspaper ad College newspaper ad Family/friend
 World Wide Web UB publication Academic adviser Other (please specify)
 UB alumnus/alumna Radio ad Television ad *Peterson's* or other guide

22. I affirm that the information on this application, and any additional information I submit related to the admissions process, is complete, accurate and true. I agree to submit any other materials that are required for the admissions process. I understand that submitting false or incomplete information on any part of this application for admission or any related materials may be cause for denial of admission, cancellation of registration or revocation of a degree. I understand that any materials submitted related to my application become the property of the University of Baltimore and cannot be returned or forwarded to a third party. I understand that the decision made on my application is final, and not subject to appeal. Finally, I agree, if admitted as a student, to abide by all University policies and procedures and to honor the academic integrity policy and the student code of conduct of the University of Baltimore.

Signature of applicant (Applicant cannot designate another individual to sign this application on his/her behalf)

Date

Responsibility of applicant: Submit this application and nonrefundable application fee of \$45 (or \$60 after deadline), payable to the University of Baltimore. Request that all documents, including official transcripts, be submitted directly from the issuing institution to the Office of Admissions at the University of Baltimore. No final action will be taken on your application until all required credentials and information are received.

Nondiscrimination policy: The University of Baltimore is a public, nonprofit institution of higher education. The University admits qualified students without regard to race, color, religion, national or ethnic origin, sex, age, religion, disability or sexual orientation.

FOR OFFICE USE ONLY:

Application fee paid: \$ _____ Date: _____

Receipt no.: _____

RESIDENCY INFORMATION

Name: _____

Entering semester: _____

Do you wish to be considered for in-state tuition status?

- Yes (If yes, you must complete this form in its entirety.)
- No

If any of the categories below apply, please check the appropriate box, provide requested information and/or document and proceed to item 9 on the reverse side.

- I am a part-time (50 percent) or full-time regular employee of the University System of Maryland, or I am the spouse or a financially dependent son/daughter (parent or legal guardian) of a regular employee of the University System of Maryland.**

Please indicate relationship: _____

Please attach a letter of verification from the human resources office of the campus at which you or your spouse, parent or legal guardian is employed.

- I am a full-time active member of the U.S. Armed Forces whose home of residency is Maryland, who resides or is stationed in Maryland or who is the spouse or a financially dependent child of such a person.**

Please attach a copy of your deed or lease (if applicable), or verification from the service that you have declared Maryland as your "home of residency" (if applicable) and the most recent assignment orders.

Please indicate date of expected separation from the military: _____

If none of the above is checked, applicants seeking in-state status must complete the following questions. Failure to complete all of the required items may result in a non-Maryland resident classification and out-of-state charges being applied. Residency classification information is evaluated in accordance with the University System of Maryland policy on residency. The applicant may be contacted for clarification of an item, or for additional information, as necessary.

PLEASE CHECK ONE:

- I am financially independent.** I have earned taxable income that covered one half or more of my total expenses for the past 12 months, and I have not been claimed as a dependent on another person's most recent income tax returns.
- I am financially dependent** on another person or agency who has provided me with half or more of my total expenses for the past 12 months, and/or has claimed me as a dependent on his/her most recent income tax returns.

Name of person or agency upon whom dependent and relationship to applicant: _____

a. How long have you been dependent upon this person? _____

b. Is the person a resident of Maryland? Yes No

c. Address of this person: _____

d. Is this person a citizen of the United States? Yes No (please attach a copy of your green card or other visa document.)

i. If no, type of visa: _____ ii. Expiration date of visa: _____

iii. Alien registration no. _____ iv. Date of issuance: _____

e. Has the person paid Maryland state income tax for the most recent year on all earned income including taxable income earned outside of Maryland?

Yes No

i. If yes, list actual years Maryland income tax returns have been filed within the past three years: _____

ii. If a Maryland tax return has not been filed within the last 12 months, state reason(s): _____

f. Signature of this person: _____ Date _____

The student applicant is responsible for completing items 1-9.

- Yes No 1. Are you residing in Maryland primarily to attend an educational institution?

- Yes No 2. Are all, or substantially all, of your possessions in Maryland?

Permanent address: _____

Length of time at permanent address: _____ years _____ months

If less than 12 months, provide previous address: _____

Length of time at previous address: _____ years _____ months

- Yes No 3. Do you possess a valid driver's license?

a. If yes, initial date of issue? _____ b. In what state? _____

c. Most recent date of issue? _____ d. In what state? _____

(over)

RESIDENCY INFORMATION *(continued)*

- Yes No 4. Do you own any motor vehicles?
a. If yes, initial date of registration? _____ b. In what state? _____
c. Most recent date of registration? _____ d. In what state? _____
- Yes No 5. Are you registered to vote?
a. If yes, in what state? _____ b. Date of registration: _____
c. Were you previously registered to vote in another state? _____
- Yes No 6. Have you paid Maryland state income tax for the most recent year on all earned income including taxable income earned outside of Maryland? If yes, list actual years you have filed Maryland income tax returns within the past three years.
a. Years filed: _____
b. If you did not file a tax return in Maryland within the last 12 months, state reason(s):

- Yes No 7. Is Maryland state income tax currently being withheld from your pay?
If no, provide explanation: _____
- Yes No 8. Do you receive any public assistance from a state or local agency other than one in Maryland?
If yes, please explain: _____

9. I certify that the information provided is complete and correct. I understand that the University reserves the right to request additional information, if necessary. In the event the University discovers that false or misleading information has been provided, the student applicant may be billed by the University retroactively to recover the difference between in-state and out-of-state tuition for the current and subsequent semesters.

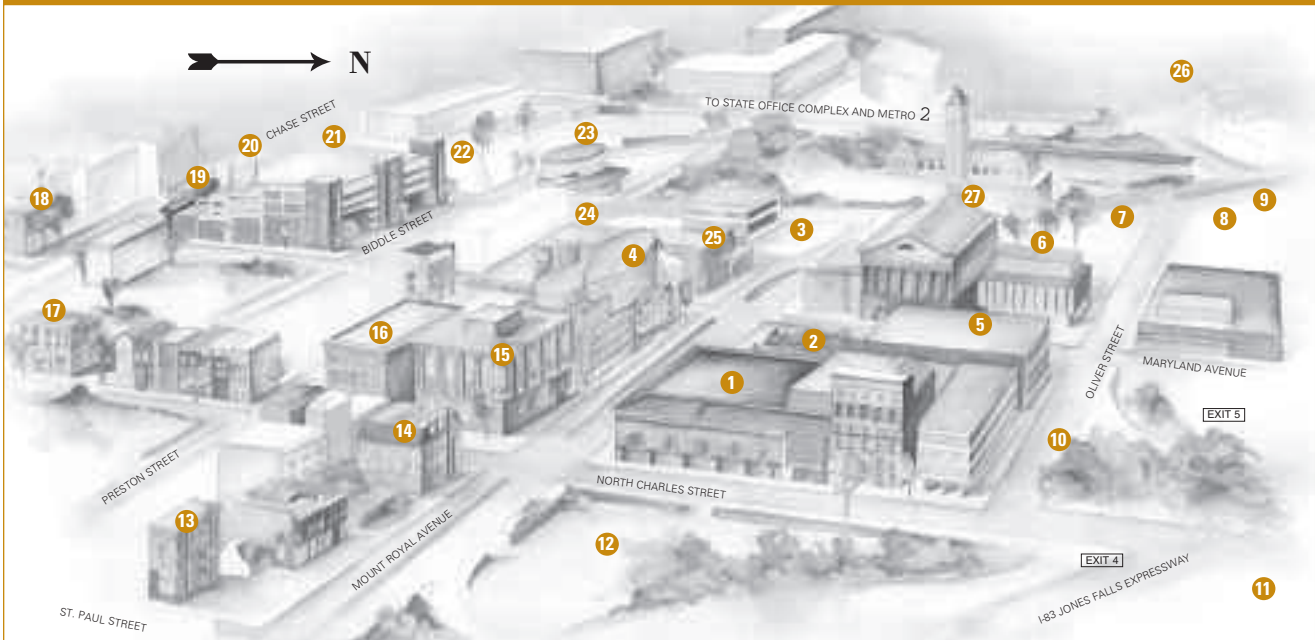
Signature of applicant

Date

Nondiscrimination Policy: The University of Baltimore does not discriminate on the basis of race, color, national origin, age, religion, sex, disability or sexual orientation in its programs, activities or employment practices. Inquiries regarding discrimination related to educational programs and activities should be directed to: Vice Provost for Enrollment Management and Student Affairs, University of Baltimore, Academic Center, 1420 N. Charles St., Baltimore, MD 21201-5779; 410.8374755.

RM NM

Date: _____ Initials: _____



DIRECTIONS TO THE CAMPUS

The main entrance to UB's Academic Center is across the street from Penn Station, which offers MARC and Amtrak train service. The light rail has a station at the University's Bolton Yard Parking Lot, and the State Center subway stop is four blocks from campus. The Jones Falls Expressway (I-83) has two exits at the University.

Driving Directions

From the North and West:

From I-695, follow signs to I-83 South. From I-83 take Exit 5, Maryland Avenue. Follow to Oliver Street. UB's Bolton Yard Parking Lot is on your right.

From the South and East:

Take I-95 North to Exit 53, Downtown Baltimore (I-395). At the light at Pratt Street, turn right. Proceed several blocks and turn left onto Charles Street. Go north on Charles to Mt. Royal Avenue. Turn left (west) on Mt. Royal, go through two lights and bear right after passing the entrance to the Lyric Opera House. UB's Bolton Yard Parking Lot is straight ahead.

Parking

Two ample parking areas accommodate students, faculty and staff. Bolton Yard is convenient to buildings on the north side of campus. The Maryland Avenue Garage, at Maryland Avenue and Biddle Street, is convenient to the south side of campus.

1. Academic Center
2. Gordon Plaza
3. Cathedral Street Parking Lot
CLOSED until 2/06
4. Student Center
5. John and Frances Angelos Law Center
6. Langsdale Library
7. Oliver Street Parking Lot
8. Bolton Yard Parking Lot
9. Light Rail Station
10. Parking for the disabled
11. Penn Station (Amtrak/MARC)
12. North Charles Street Parking Lot
13. 1304 St. Paul St.
14. Charles Royal Building
15. William H. Thumel Sr. Business Center
16. 1300 N. Charles St.
17. Alumni House
18. Family Justice Building
19. Law Clinics
20. 1107 Cathedral St.
21. Maryland Avenue Garage
22. Chase/Cathedral Street Parking Lot
23. Joseph Meyerhoff Symphony Hall
24. Greek Orthodox Cathedral of the Annunciation
25. Associated Jewish Charities
26. Maryland Institute College of Art
27. Lyric Opera House

