

ADDENDUM

Waldorf College Online Programs Catalog

Admission Requirements

Undergraduate Programs

To be considered for admission to an undergraduate program, applicants must submit the following:

- A complete application
- Evidence of high school completion, or equivalent. Applicants may self-certify high school completion and provide the school's name, city, state and year of graduation. Applicants who have not successfully completed at least 6 post-secondary credits must submit an official high school transcript with a GPA of at least 2.0 prior to enrollment.
- Official transcripts from previously attended post-secondary institutions, if applicable.
- If utilizing Federal Student Aid (FSA), applicants must submit an official high school transcript or GED and official transcripts from previously attended post-secondary institutions. To be eligible to receive FSA to attend Waldorf College, applicants must be unconditionally admitted to the College and meet all other FSA eligibility requirements.

Conditional admission allows applicants who have self-certified graduation from an approved high school program, or the equivalent, on the Waldorf College application for admission to enroll in a program for thirteen (13) semester hours pending the receipt of evidence of high school completion or official post-secondary transcripts as required for admission.

International students must self-certify as to successful completion of the equivalent of Grade 12 in a U.S. secondary school and provide evidence of successful completion of a program considered to be equivalent to an accredited high school diploma or GED certificate. Your international academic transcript must be evaluated and certified by a National Association of Credential Evaluation Services member organization. Please request that the certifying organization's report be sent directly to the registrar at Waldorf College.

Verification and Exceptional Cases

All documents submitted for review to determine admission status are subject to verification. Applicants selected for verification must provide official high school or GED transcripts and any other documents requested by the College to complete verification. Verification may also be required if the U.S. Department of Education selects a student for verification and requests validation of high school graduation. Failure to comply with this request may result in immediate dismissal from the Waldorf and forfeiture of credits.

In the event that an applicant is not able to obtain an official high school transcript due to natural disaster, the Registrar will review an admission petition to determine admission eligibility. In these cases, the student may be admitted conditionally as a non-degree seeking student and must successfully complete twelve (12) semester hours approved by the academic advisor before officially admitted into a degree program. Please submit supporting documentation to assistant.registrar@waldorf.edu.

Graduate Admission Requirements

- Earned bachelor's degree from a college or university recognized by the U.S. Department of Education.
- Minimum 2.50 cumulative GPA at the undergraduate level or, in the case of transfer students, at the graduate level for full acceptance eligibility. Applicants who have a GPA of 2.00 to 2.49 may be admitted to Waldorf College's graduate program by direct review of the VPAA or designee. With the approval of the

VPAA or designee, students entering with a GPA of 2.00 to 2.49 may be accepted into the graduate program with Provisional Status. Students must earn a minimum grade of B for each course while on Provisional Status.

Applicants are required to submit an official transcript issued by a post-secondary institution accredited by an accrediting agency recognized by the U.S. Department of Education indicating a conferred bachelor's degree. International students must provide an appropriately authenticated official transcript issued by a governmental authority that attests to the successful completion of a program considered to be equivalent to an accredited bachelor's degree. Transcripts not in U.S. equivalency must be translated through a National Association of Credential Evaluation Services (NACES) approved translating service.

Copies/Official Documents

Waldorf must receive official transcripts from post-secondary institutions previously attended in which transfer credit is considered. Students may send copies of transcripts or documents during the initial admission period and enroll as a student on conditional status (FSA ineligible). The student must provide official transcripts prior to completing thirteen (13) undergraduate or six (6) graduate credit hours. Official transfer credit will not be awarded until official transcripts are received by the Office of the Registrar. Transcripts from universities or programs not accredited by a U.S. Department of Education approved accrediting agency will not satisfy transfer credit criteria.

All documents provided to Waldorf for admission become the sole property of Waldorf and will not be returned at any time, nor is Waldorf permitted to forward them to a third party.

Denial/Conditional Admission Decision and Appeal

Waldorf reserves the right to deny admission to applicants who do not meet admission requirements. Applicants may be admitted conditionally and in a probationary status in order to demonstrate their ability to successfully complete college level course work. Factors considered in admission decisions may include, but are not limited to, past academic performance or excessive course withdrawals. Applicants who wish to appeal the admission decision have the right to do so by providing supporting documentation which demonstrates extenuating circumstances during the period of substandard performance to assistant.registrar@waldorf.edu.

Non-Discrimination Policy

Waldorf does not discriminate on the basis of race, color, national/ethnic origin or age in admitting students to its programs or in administering its educational policies, scholarship programs or other University-administered programs. Applicants under the age of 18 are required to provide parental consent when entering into signed agreements with the College.