APPLICATION FOR ADMISSION

Office of Admission
1000 Seventeenth Avenue North
Nashville, Tennessee 37208
615.329.8665 telephone
888.702.0022 toll free
615.329.8774 fax
admit@fisk.edu

To be completed by applicant; please print in black or blue ink.

How to Apply

First-Time Freshmen

For the Fall Semester, the application deadline is **March 1**. Early Action applications are due **December 1**. For Spring Semester admission, applications are due **October 1**. Applicants are notified as soon as all required credentials are received and reviewed.

To apply for admission, complete the following steps.

Step 1
Complete the application for admission and return it to the Office of Admission along with the application fee (check or money order payable to FISK University). The application fee is **$50.00** (**$75.00** for international candidates).

Step 2
Complete the top portion of the **School Report Form** and give it to your guidance counselor or registrar. Ask the counselor to complete the lower portion and attach it to your official transcript and testing record. If you have completed a GED, you do not need to return this form.

Step 3
Complete the top portion of the **Instructor Recommendation Form** and give it to a current or former instructor. Ask the instructor to complete and return the form directly to the Office of Admission or return it with your application.

Step 4
If your official transcript and testing record do not include your results on the ACT, SAT I, or TOEFL, please request an official copy of your score report from one of the following sources:

College Testing Program, **ACT** Reporting Services
P.O. Box 168
Iowa City, IA 52243
Phone: 319-337-1270
www.act.org
Fisk University Code 3960

College Board **SAT** Program
P.O. Box 6201
Princeton, NJ 08541
Phone: 800-728-7267
www.collegeboard.org
Fisk University Code 1223

Test of English as a Foreign Language
TOEFL/ETS
P.O. Box 6154
Princeton, NJ 08541
Phone: 800-GOTOEFL
www.toefl.org

FISK University Policy on Non Discrimination

FISK University admits academically qualified students and does not discriminate on the basis of race, color, creed, national or ethnic origin, marital status, age, gender, sexual orientation, or disability in its admission and financial aid policies, nor in the planning and administration of any of its academic, athletic, or other programs, services, and activities.

Step 5
Submit to the Office of Admission a **FINAL** official transcript from your secondary school registrar indicating your graduation date. This **MUST** be received prior to registration for your first term at FISK University.

Step 6
Submit a 500-word essay (optional). This should demonstrate your written communication skills as well as tell the Office of Admission more about you as a candidate, your experiences, and what you value.

Step 7 (HOME-SCHOOLED ONLY)
Submit to the Office of Admission a FINAL, Official transcript or secondary equivalency record from your home school agency indicating your completion of a college preparatory curriculum and date completed. This **MUST** be received prior to registration for your first term at FISK University.

Step 8 (INTERNATIONAL STUDENTS ONLY)
International Students are required to have all transcripts evaluated by:
WORLD EDUCATION SERVICES INC. • P.O. BOX 5087 • Bowling Green Station • New York, NY 10274-5087.
Please request the ***Comprehensive Course By Course Report.***

GED APPLICANTS

Step 1
Complete the application for admission and return it to the Office of Admission along with the application fee (check or money order payable to FISK University). The application fee is **$50.00** (**$75.00** for international students).

Step 2
Submit (1) an official copy of your GED test scores and (2) an Original GED Certificate to the Office of Admission.

Step 3
Submit a copy of your ACT or SAT I scores.

Step 4
Submit two letters of recommendation. These letters should be from individuals who can speak to your commitment to education and your potential for success in the collegiate environment.

TRANSFER STUDENTS

For the Fall Semester, the application deadline is **June 1**. For Spring Semester admission, applications are due **December 1**. Applicants are notified as soon as all required credentials are received and reviewed.

To apply for admission, complete the following steps.

Step 1
Complete the application for admission and return it to the Office of Admission along with the application fee (check or money order payable to FISK University). The application fee is **$50.00** (**$75.00** for international candidates).

Step 2
Request an official transcript from all institutions you have attended and submit them to the FISK University, Office of Admission. If you are currently enrolled at another at another institution, please have the registrar forward an additional final transcript at the end of the semester or term (final transcript).

Step 3
Complete the top portion of the **Instructor Recommendation Form** and give it to a current or former instructor. Ask the instructor to complete and return the form directly to the Office of Admission or return it with your application.

GENERAL INFORMATION

Entrance Status I plan to enroll:
Fall Term___ Spring Term___ Year_____
Freshman___ Transfer___ International___
Nondegree___

Name

_____
Last First Middle Social Security Number

Male_____ Female_____

Permanent Address

_____
Address City State Zip

_____ _____
Telephone Fax

Mailing Address (if different from permanent address)

_____
Number and Street City State Zip

_____ _____
Telephone Fax

E-mail Address_____

Date of Birth_____

Are you a U.S. Citizen? Yes_____ No_____

If not, country of citizenship_____

Is an I-20 required? Yes_____ No_____

Marital Status: Single (or divorced, widowed)_____ Married_____

Religious Preference (optional)_____

Ethnic/Racial Group (optional)

African American_____ Hispanic American_____ Native American_____ Asian American_____

American Multiracial (specify groups)_____ Caucasian_____

Pacific Islander_____ International (non U.S. citizen)_____

FISK University Majors and Academic Programs (select all that apply)

__ Art (B.A., B.S.)
__ Biology
__ Business Administration
  __ Accounting
  __ Financial Economics
  __ Management
  __ International Business Relations
__ Chemistry
__ Computer Science
__ Dramatics and Speech
__ Economics
__ English
__ History
__ Mathematics
__ Modern Foreign Languages
__ Music
__ Music Education
__ Nursing
__ Physics
__ Political Science
__ Psychology
__ Religious and Philosphical Studies
__ Sociology
__ Special Education
__ Teacher Certification
__ Undecided

SPECIAL PROGRAMS

__ Dual Degree Engineering
__ FISK/Belmont Music Business
__ FISK/Howard PharmD Program
__ FISK/Meharry Joint Program (B.S./ M.D./D.D.S./PhD)
__ FISK/Owen 5 year MBA

The following programs are offered at FISK University as a **"minor"** and can typically be pared with any major program of study to further customize the FISK undergraduate education. Again, select all that apply.

__ Mass Communication __ Dance __ Women & Gender Studies

Anticipated career or profession_____

Influences On Your College Decision

Which of the following were the most influential in your decision to apply to FISK University. Please rank your choices from 1 to 11, one being the most influential and 11 being the least influential.

Parent_____
Friends_____
Fisk Admission Counselor_____
Fisk Alumni_____
Current school Teacher_____
College Publication, title_____
Campus Visit_____
Open House_____
Fisk Mailing_____
Advertising_____
High school Guidance Counselor_____

List other colleges and universities to which you are applying:

_____ _____
College/University City State

_____ _____
College/University City State

_____ _____
College/University City State

ACADEMIC INFORMATION

High School Experience

List all high schools (secondary schools) attended, beginning with the *most* recent. If you need more space, attach an additional sheet.

High School Name | Dates of Attendance (month/year) | Graduation Date

City | State | Country | School CEEB Code, if known

College Guidance/Career Counselor | Guidance Office Telephone Number

Previous High School Name | Dates of Attendance (month/year) | Graduation Date

City | State | Country | School CEEB Code, if known

College Guidance/Career Counselor | Guidance Office Telephone Number

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Have you taken the ACT or SAT I? Yes_____ No_____
If yes, what was your score ACT_____ SAT_____
If not, when will you take it? ACT_____ SAT_____
What is your current Cumulative Grade Point Average (GPA)_____/4.0 _____/100

International Students Only

Have you taken the TOEFL? Yes_____ No_____
If yes, what was your score?_____
If not, when will you take it?_____

College Experience

If you have attended any college or university other than FISK, complete the following and send an official transcript from each college or university attended to the FISK University Office of Admission.

College or University Currently Attending | Dates of Attendance (month/year) | Graduation Date

City | State | Country

College or University Attended | Dates of Attendance (month/year) | Graduation Date

City | State | Country

Non Athletic School Clubs and Organizations

List the student organizations you have been involved in over the last four years.

Club or Organization	Years of Participation	Office Held

Check here if interested in the Reserve Officers Training Corps (ROTC) ___Army (Vanderbilt) ___Navy (Vanderbilt)
___ Air Force (Tennessee State University)

Athletics

List the sports you have played over the last four years.

Sport	Years Participated	Position Played	Awards Received

Community Organizations

List the community organizations you have been involved with over the last four years.

Community Organization	Years of Participation	Office Held

Honors and Awards

List any honors, scholastic distinctions, or other cultural/civic awards.

_____

_____

FAMILY

Father

Is he living? Yes_____ No_____

_____
Last (family name) First Middle

_____
Address City State Zip

_____
Employer Job Title

_____
College/University Attended and Highest Degree Earned

Check Father's Marital Status: Married_____ Separated_____ Divorced_____

Mother

Is she living? Yes_____ No_____

_____
Last (family name) First Middle

_____
Address City State Zip

_____
Employer Job Title

_____
College/University Attended and Highest Degree Earned

Check Mother's Marital Status: Married_____ Separated_____ Divorced_____

Guardian (if other than parents)

_____
Last (family name) First Middle

_____
Address City State Zip

_____
Employer Job Title

_____
College/University Attended and Highest Degree Earned

Siblings

Name	High School/College	Graduation Year	Age

Legacy

List relative(s) who have attended FISK University

Name	Relationship	Year of Graduation

Have you ever been convicted of a felony? Yes_____ No_____

If yes, provide a brief explanation._____

_____

Certification

I certify that the information given in this application is complete and correct to the best of my knowledge and that I have not attended educational institutions other than those listed. I understand that I am responsible for the forwarding of official transcripts from high schools and/or colleges I have attended and of my ACT or SAT I scores (if required), and that such transcripts and score reports become the property of FISK University and will not be returned. I understand further that admission granted on the basis of incorrect information or an omission of fact which, if known, would have caused ineligibility, is invalid and subjects me to forfeiture of monies paid and credits received at FISK University.

I authorize the following persons to discuss my application and academic records:

___ Parent: Name_____ ____ Counselor: Name_____

___ Other: Name_____

I authorize release of my file to other UNCF Colleges If I am not admitted to FISK. _____ Yes _____ No

Signature of Applicant_____ Date_____/_____/_____

School Report

Applicant

After filling in your name and address below, give this form to your counselor or principal and request that s/he complete it, seal it in an envelope and give it back to you so you may include it in your admission packet. Your transcript should be attached to this school report. The deadline for first-time freshman applications is **March 1** for Fall Semester enrollment, **December 1** for Early Action and **October 1** for Spring Semester enrollment. Transfer student applications for admission are accepted until **June 1** for the Fall Semester and **October 1** for the Spring Semester.

Applicant Name & Permanent Address:

_____

Last (family name) First Middle Social Security Number

_____

Address City State Zip Country

Please read the information below:

Confidentiality and Privacy Rights: Federal law guarantees only enrolled college students the right and access to their educational records. University applicants do not have this right during the admission process, but only after actual registration as students. FISK University, therefore, can guarantee the strict confidentiality of this recommendation. It will be destroyed before the candidate enrolls and will not become part of his or her educational record.

_____

Applicant Signature Date

Guidance Counselor / Advisor

After completing the information below, please attach the school transcript to this report.

This is to remind you that the material submitted in this report is subject to the provisions of the Family Educational Rights and Privacy Act of 1974.

Do you believe the applicant will be academically successful at FISK University?

___ Yes ___ Probably so ___ Doubtful ___ No

Do you recommend this student be admitted to FISK University?

___ Yes ___ Yes, but with reservations ___ No

Please tell us about the student's most important characteristics, personally and academically. What do you feel sets this student apart from other students? Why do you feel s/he is well suited to FISK University? We would appreciate information that would help us learn more about the applicant - such as the applicant's scholastic promise and achievement, personality, special accomplishments or talents and level of motivation.

How familiar are you with FISK University?

___ I know FISK very well. ___ I know something about FISK? ___ I know very little about FISK

Signature of counselor_____ Date_____/_____/_____

Position_____ Office Telephone_____

Instructor Recommendation Form

Transfer applicants should have a current instructor or employer (if not currently enrolled in school) to complete this form

Applicant

Once completed, have your instructor seal it in an envelope and give it back to you so you may include it in your admission packet. Your transcript should be attached to this school report. The deadline for first-time freshman is **March 1** for Fall Semester enrollment **December 1** for Early Action and **October 1** for Spring Semester enrollment. Transfer student applications for admission are accepted until **June 1** for the Fall Semester and **October 1** for the Spring Semester.

Applicant Name & Permanent Address

_____

Last (family name) First Middle Social Security Number

_____

Address City State Zip Country

Please read the information below:

Confidentiality and Privacy Rights: Federal law guarantees only enrolled college students the right and access to their educational records. University applicants do not have this right during the admission process, but only after actual registration as students. FISK University, therefore, can guarantee the strict confidentiality of this recommendation. It will be destroyed before the candidate enrolls and will not become part of his or her educational record.

_____

Applicant Signature Date

Instructor/Employer

After completing the information below, please attach the school transcript to this report.

This is to remind you that the material submitted in this report is subject to the provisions of the Family Educational Rights and Privacy Act of 1974.

Do you believe the applicant will be academically successful at FISK University?

___ Yes ___ Probably so ___ Doubtful ___ No

Do you recommend this student be admitted to FISK University?

___ Yes ___ Yes, but with reservations ___ No

Please tell us about the student's most important characteristics, personally and academically. What do you feel sets this student apart from other students? Why do you feel s/he is well suited to FISK University? We would appreciate information that would help us learn more about the applicant - such as the applicant's scholastic promise and achievement, personality, special accomplishments or talents and level of motivation.

How familiar are you with FISK University?

___ I know FISK very well. ___ I know something about FISK? ___ I know very little about FISK

Signature of counselor_____ Date_____/_____/_____

Position_____ Office Telephone_____