# International Transfer Application Information

## Application Checklist

<table>
<thead>
<tr>
<th>Item</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td>Application</td>
<td>You may apply online using the Common Application or Saint Joseph’s University Application.</td>
</tr>
<tr>
<td>Application Fee</td>
<td>$50 (US Dollars)</td>
</tr>
<tr>
<td>Essay</td>
<td>An essay should be submitted with your application. Please choose a topic from the prompts listed on the application.</td>
</tr>
<tr>
<td>High School Transcripts</td>
<td>Please submit final high school transcripts or copies certified by your high school or EducationUSA Center. If the transcript is in a language other than English, a notarized translation must be submitted. Scanned or emailed copies will not be accepted. Provide any national testing results, diplomas, and/or certificates. (For example: GSCE, IGSCE, A Levels, CAPE, WAEC, etc.)</td>
</tr>
<tr>
<td>University Transcripts</td>
<td>Please submit official community college or university transcripts from all previously attended institutions. Provide course syllabi or descriptions for every university course. If the transcript is in a language other than English, a notarized translation must be submitted. Scanned or emailed copies will not be accepted.</td>
</tr>
<tr>
<td>Letter of Recommendation</td>
<td>Transfer Recommendation Form completed by your current or most recent community college or university. (See page 4)</td>
</tr>
<tr>
<td>Proof of English Proficiency</td>
<td>If you attended university in a country where English is not the official language or you completed less than 24 credits at a university where English is the official language, you are required to submit one of the following examinations: TOEFL, IELTS, SAT, or ACT. Applicants may also submit proof of completion of ELS Level 112 to fulfill this requirement. If you attended university in a country where English is the official language or you completed at least 24 credits at a U.S. institution (including at least one college level English course), you are not required to submit an English language examination. However, you may submit your scores if you feel they represent your academic achievements and you prefer them to be used in your application review.</td>
</tr>
<tr>
<td>I-20/Student Visa</td>
<td>Students who require a student Visa will be sent step by step instructions on how to apply for the Visa after they confirm enrollment.</td>
</tr>
<tr>
<td>Optional Materials</td>
<td>- SAT or ACT scores. Scores may be submitted if you prefer them to be reviewed by the admissions committee. - Resume or CV - ZeeMee Profile at zeemee.com</td>
</tr>
</tbody>
</table>
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Application Deadlines and Notification Dates

<table>
<thead>
<tr>
<th>Semester</th>
<th>Application Deadline</th>
<th>Decision Notification</th>
</tr>
</thead>
<tbody>
<tr>
<td>Fall Semester (August Start)</td>
<td>Rolling Admission</td>
<td>Decision sent within 2 to 3 weeks of receiving all required application materials.</td>
</tr>
<tr>
<td>Spring Semester (January Start)</td>
<td>Rolling Admission</td>
<td>Decision sent within 2 to 3 weeks of receiving all required application materials.</td>
</tr>
</tbody>
</table>

Materials should be mailed to
Saint Joseph’s University
Office of Undergraduate Admissions
5600 City Avenue
Philadelphia, PA 19131
USA

Proof of English Proficiency Minimum Scores
- TOEFL 79 internet based test with consistent sub-section scores
- IELTS 6.5 overall score with consistent sub-section scores
- SAT 500 evidence-based reading and writing
- ACT 22 composite score with consistent sub-section scores
- ELS Successful completion of Level 112

Scholarships
All students are automatically reviewed for merit scholarships based on their previous community college or university performance.

Saint Joseph’s University also awards the Phi Theta Kappa scholarship to students actively involved in the two-year community college academic honor society. Membership certification may be requested.

Additional scholarships are listed at sju.edu/scholarships. These scholarships may have separate applications, deadlines, and may require standardized test scores (SAT or ACT).

Questions?
Saint Joseph’s University
Office of Undergraduate Admissions
admit@sju.edu
International Transfer Application Information

English Language Proficiency Policy

Transfer applicants who have attended university in a country where English is not the official language or who have completed less than 24 credits at a university in a country where English is the official language are **required** to submit at least one the following examinations: TOEFL, IELTS, SAT or ACT.

Conditional admission is available for students who do not meet our required English language examination minimum scores. Available options for conditional admission can be found at sju.edu/applyinternational.

Transfer applicants who have attended university in a country where English is the official language and have completed at least 24 credits at a U.S. institution (including at least one college level English course), are not required to submit an English language examination score. These students can submit this information on an optional basis.

Please reference our list of countries where English is the official language to be sure you do not need to submit proof of English proficiency.

List of countries where English is the official language:

- Antigua & Barbuda
- Australia
- Bahamas
- Barbados
- Belize
- Bermuda
- Botswana
- Canada*
- Cayman Islands
- Dominica
- Gambia
- Ghana
- Grenada
- Guyana
- Ireland
- Jamaica
- Kenya
- Kiribati
- Liberia
- Malawi
- Micronesia
- Namibia
- New Zealand
- Nigeria
- Palau
- Papua New Guinea
- Sierra Leone
- Singapore
- Solomon Islands
- South Africa
- St. Kitts & Nevis
- St. Lucia
- St. Vincent & the Grenadines
- Trinidad & Tobago
- Uganda
- United Kingdom
- United States of America*
- Zambia
- Zimbabwe

* The Office of Undergraduate Admissions may require some applicants to supplement their application with proof of language proficiency.
Applicants: Please complete the applicant information section and submit this form to the Director of Student Life, Dean of Students or Registrar’s office of the institution you are currently attending. Your signature authorizes release of information regarding your discipline record. If you have been involved in a disciplinary action at a previous institution it is strongly encouraged that you submit a separate statement explaining the incident. Your application will not be complete until this form is received.

Name of Applicant:____________________________________________________________ Last, First, Middle Initial

Home Address:_______________________________________________________________ Number, Street

City, State, Zip          Country

Institution Name:________________________________CEEB code #: __________________

Applicant’s Signature:__________________________________ Date: ___________________

To be completed by the Director of Student Life, Dean of Students or Registrar’s office for transfer applicants. Director of Student Life/Dean of Students/Registrar’s Office: The student whose name and signature appear above is applying for transfer admission to Saint Joseph’s University. This is not an academic recommendation. We are requesting information regarding this applicant’s disciplinary history and standing at your institution in an effort to assess his/her suitability to Saint Joseph’s. This form should only be completed by a university official who has access to and is authorized to release information on disciplinary records. If you are not a university official who can provide the requested information, please return this form to the student. An admission decision can be delayed if the form is not submitted to the proper office.

Please complete the following evaluation questions and return to:

Office of Undergraduate Admissions
Saint Joseph’s University
5600 City Avenue Philadelphia, PA 19131
Fax: 610-660-1314
transfer@sju.edu

1. Do you have access to student disciplinary records?    Yes___ No___

2. Has this applicant been the subject of any disciplinary action for conduct at your institution?  Yes___ No___
   (If yes, please explain briefly on the reverse side of this form or a separate sheet of paper.)

3. Has this applicant been subject to a disciplinary probation period, suspended, dismissed, expelled,or removed from your institution for disciplinary reasons?      Yes___ No___
   (If yes, date/s_________________________________________________)  

4. Is this student in good disciplinary standing i.e., eligible to return to your institution?   Yes___ No___
   (If no, please explain briefly on the reverse side of this form or on a separate sheet of paper)

Administrator’s Signature: _____________________________________ Date: __________________

Print Name: _________________________________ Title: _________________________________

Telephone #: ________________________________ E-mail: ________________________________

Institution’s Name: ___________________________________________________________________