

Admission Policies & Procedures

Central Methodist University seeks men and women who aspire to enter an exciting and challenging world through a high-quality, liberal arts education which promotes character and leadership through learning, social responsibility, and service. CMU's admission standards are intended to identify those who are most likely to succeed in a university program of studies. Central Methodist University does not discriminate on the basis of race, color, sexual preference, religion, gender, national origin, age, or federally defined disability in its recruitment and admission of students.

Central Methodist University reserves the right to restrict, deny, or revoke an offer of admission or the admission of any person otherwise eligible for reasons determined to be in the best interest of the institution by the officers thereof. These reserved rights shall be administered in a manner strictly consistent with state and federal non-discrimination laws.

Application Procedures for Admission

Office of Admission

The Office of Admission at CMU is staffed with experienced professional admission representatives and is open from 8 a.m. to 5 p.m. weekdays. Weekend appointments are available. We encourage students and parents to visit the CMU campus. Please call our toll-free number (877) CMU-1854 to arrange a campus visit. Inquiries, requests for information, and campus visit requests can also be made online or by writing The Office of Admission, 411 Central Methodist Square, Fayette, MO 65248.

A campus visit includes a guided campus tour, an individual visit with an admission counselor, financial assistance representative, and a faculty member in the student's academic area of interest. Appointments with activity directors and athletic coaches can also be arranged at your request.

Enrollment Fee

New students must pay an enrollment/orientation fee of \$200 to receive their class schedules and to reserve campus housing. The enrollment/orientation fee, together with a housing application, ensures a reservation in the residence halls. This payment is not subject to refund if a student fails to matriculate or cancels after May 1. Half of the fee is an orientation fee; the other half is a damage deposit for the residence hall room. Off-campus/commuter students pay a \$100 orientation fee.

Admission as a Full-time, First-time Degree-Seeking College Freshman

First-time freshmen are those who are entering college for the first time or have successfully completed 23 or fewer non-developmental, post-high school college credit hours other than dual credit. Those with 24 or more such credit hours may apply as transfer students even if their enrollment is on a part-time basis.

- **Application for Admission.** All applicants must submit a completed online or paper application for admission to the Office of Admission. [Online Application](#)_blank
- **Academic Transcripts.** All applicants must submit official transcripts of their high school records clearly indicating their grade point average and class rank to verify eligibility for admission and financial assistance. Home-schooled students should submit a state-certified transcript. Those who have attempted any college and/or post-secondary courses (including dual credit) must also submit official transcripts from all post-secondary institutions attended. All transcripts are part of the students' permanent college record. In addition, all transcripts must be received in the Office of Admission before a student will be eligible to attend classes and receive financial assistance.
- **Deadline.** New students (both first-time freshmen and transfer students) who meet CMU's published admission standards (and, in the case of transfer students, who have copies of all official transcripts) will be accepted for admission through Friday of the first week of classes for both the Fall and Spring semesters, as long as there is a clear assurance that they will be in their classes the following Monday. (NOTE: This policy specifically excludes [a] students who would have to be admitted by committee action, and [b] readmission of students who have been previously suspended - since the deadline for appeals would already have passed.)
- **Test Scores.** All first-year applicants must submit results of the American College Testing (ACT) program (use code 2270 to submit your ACT scores to CMU) or Scholastic Assessment Test (SAT) (CMU code:6059). Any applicant who does not submit scores, may be considered through the Academic Standards and Admissions Committee.
- **Admission Standards.** To receive unconditional admission to Central Methodist University, applicants are expected to have completed a college preparatory program with at least a 52.5 index or above, index is calculated by multiplying ACT composite score by GPA, and an ACT or SAT Concordance no less than a composite score of 17. Students falling below the

minimum standards may be admitted on conditional admission status. An offer of acceptance is made to a student with the condition that he or she remains in good standing.

- **High School Equivalency.** Applicants without a high school diploma may qualify for admission by passing the test of General Educational Development (GED) with a score at or above the 50th percentile or by passing the High School Equivalency Test (HiSET) and an ACT score of 21 or above (SAT 1050 or above).
- **Early Enrollment of Freshmen.** High school applicants of exceptional ability may be admitted and enrolled following completion of their Junior year of high school. Early enrollment applicants must complete all of the procedures for regular Freshman admission, have a personal interview, and obtain the written consent of their parents and their high school principal.
- **Advanced Standing.** Central Methodist University awards credit for scores of 3 (three) or higher on some of the Advanced Placement (AP) tests available through the College Entrance Examination Board. Each AP exam must be reviewed and approved by the Office of the Registrar and department chairperson. CMU will consider granting credit for a limited number of subject examinations available through the College-Level Examination Program (CLEP). CMU recognizes the high achievement and academic excellence of students who have participated in the International Baccalaureate degree program. Usually, a score of 4 (four) or above on the Higher Level IB exam or a score of 5 (five) or above on the Standard Level IB exam will be assessed as equivalent credit for specific courses. Specific course equivalents will be designated in consultation with the appropriate Division Chair, Dean, and Registrar. Students must provide an official copy of the score report from IB, sent directly to the Office of Admissions. For further information, contact the Office of the Registrar at 660-248-6210.

• Admission as a Full-time Degree-Seeking Transfer Student

- Transfer students are those who have successfully completed 24 or more non-developmental, credit-bearing, post-high school college credit hours. Those with fewer hours apply as first-time freshmen. The University subscribes to the transfer of credit guidelines set by the Coordinating Board for Higher Education of the State of Missouri.
- **Application for Admission.** All applicants must submit a completed online application for admission to the Office of Admission. [Online Application](#)_blank
- **Academic Transcripts.** To verify eligibility for admission and financial assistance, transfer applicants must submit official transcripts from all post-secondary institutions previously attended (including dual credit courses) clearly indicating cumulative GPA. Applicants must provide a copy of their high school diploma or official transcript (with completion date, GPA, and class rank), GED, or state certified copy of home school transcript. An ACT or SAT score must also be submitted. All transcripts are part of the students' permanent college record. In addition, all transcripts must be received in the Office of Admission before a student will be eligible to attend classes and receive financial assistance. When CMU accepts associate's and bachelor's degrees from other regionally accredited institutions of higher learning, we honor the means by which those institutions granted credit (including credit granted by internal testing-out procedures, Advanced Placement scores, International Baccalaureate scores, CLEP scores, etc.). [12/11]
- **Admission Standards.** Transfer students with 24 or more transfer credits must have a 2.0 or higher cumulative grade point average on a 4.0 scale for all previously attempted college course work and be eligible to return to the last college attended. Transfer applicants with 24 or more transfer credits who do not have a 2.0 or higher cumulative grade point average on a 4.0 scale must have a 21 or above on the ACT (1050 or above on the SAT examination). Students not meeting those standards may be considered for provisional admission as described below. All official transcripts must be received by the Office of Admission verifying the applicant's eligibility for admission prior to class attendance.
- **Deadline.** New students (both first-time freshmen and transfer students) who meet CMU's published admission standards (and, in the case of transfer students, who have copies of all official transcripts) will be accepted for admission through Friday of the first week of classes for both the Fall and Spring semesters, as long as there is a clear assurance that they will be in their classes the following Monday. (NOTE: This policy specifically excludes [a] students who would have to be admitted by committee action, and [b] readmission of students who have been previously suspended - since the deadline for appeals would already have passed.)

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Admission of Part-time/Non-Degree Seeking Students

Part-time students, those registered for fewer than 12 semester hours, and students who are not seeking a degree are required to apply through the Office of Admission. Students who decide to continue their education at CMU in a full-time, degree-seeking capacity are required to follow the admission guidelines for full-time admission. Entering students who are turned down by the Academic Standards and Admissions Committee but who choose to enroll part-time, must be treated as non-degree-seeking students and are ineligible for financial aid. Any part-time student who wishes to receive financial aid must petition the Financial Aid Committee in order to receive or keep financial aid.

Readmission of Former Students

Former students who wish to return to CMU must apply for readmission through the Office of Admission. Students who left CMU in good standing academically and in good standing with the Business Office are routinely readmitted. Students who left CMU under academic or financial probation or suspension will be considered for admission by the Academic Standards and Admissions Committee on an individual basis. Former students attending other institutions during their absence from CMU must submit an official transcript from each college attended. All transcripts must be received in the Office of Admission before a student will be eligible to attend class and receive financial assistance.

Admission of International Students

To be considered for admission to Central Methodist University, International Students must meet all the regular criteria stated above. They must also:

- Submit for an online or paper application for admission. ([Online Application_blank](#))
- Submit official transcripts of all work comparable to secondary and post-secondary work including grade point average and class rank when possible. Courses from Non-U.S. Institutions will be evaluated on a case by case basis.
- Submit evidence of financial ability to pay for that portion of tuition, board and room not covered by academic or performance scholarships.
 - a. Official copies of bank statements dated within the past six months.
 - b. Affidavit of support which has been signed, dated, and notarized.
- Present evidence of proficiency in the English language through the submission of official test scores. We accept any of the following four nationally recognized tests:
 - a. TOEFL: 77 or higher on IBT (Internet-based); or 213 or higher on CBT (computer-based).
 - b. Eiken: Score of Grade Pre-1 or higher
 - c. IELTS: 5.5 or higher
 - d. SAT: 1050 or higher
 - e. ACT: 21 or higher
- Maintain legal status by complying with the USCIS SEVIS regulations governing F-1 students.

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Please contact the Designated School Official (DSO) in the Office of Admission for more information.

Other Admission Information

Admission of High School Students for Part-time Study

High school students of superior ability may be admitted to selected courses at Central Methodist University. The approval of the high school principal and parents are required.

Veterans

Military veterans may receive limited credit for military training as recommended in the Handbook of the American Council on Education

. Please consult CMU's Office of the Registrar for more information. All credit will be reviewed on an individual basis.

Conditional Admission

Applicants not meeting the criteria for unconditional admission will be considered for conditional admission on an individual basis. This consideration will be conducted by the Academic Standards & Admission Committee. Students admitted under conditional admission must comply with all conditions and requirements specified in writing by Central Methodist University in the acceptance letter.