

# *APPLICATION FOR ADMISSION PACKET*

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**Office of Admissions  
BGSU Firelands**

One University Drive  
Huron, OH 44839-9719

419-433-5560 or 1-800-322-4787

Fax: 419-372-0604

Email: [fireadm@bgsu.edu](mailto:fireadm@bgsu.edu)

[www.firelands.bgsu.edu](http://www.firelands.bgsu.edu)

# BGSU Firelands – Within Your Reach

## ***Applying for Admission***

It's easy to apply to BGSU Firelands. Complete the application in this packet or go to [www.firelands.bgsu.edu](http://www.firelands.bgsu.edu) and click on Apply. The sooner you apply, the sooner you'll be able to start planning for a great future at BGSU Firelands.

### **Freshmen**

Freshmen are defined as those who have graduated from a secondary school. Candidates who earned college credit before high school graduation or attempted less than 12 hours after high school, are considered freshmen with advanced standing and should have their college transcripts sent to the Office of Admissions. High school students are encouraged to apply for admission beginning April 15 of their junior year.

### **Transfer Students**

Students who have attempted 12 or more hours, excluding remedial or developmental courses since high school, at a college or university other than Bowling Green State University, are considered transfer applicants. Transfer students must have a minimum accumulative grade point average (GPA), among all schools, of 2.0 or better. Students whose GPA does not meet this minimum requirement must either return to their previous institution and raise their grade point average or not attend any college for the period of one academic year.

Students who have earned more than 30 semester hours or 45 quarter hours of coursework at a previous regionally accredited institution(s), will not be required to provide a copy of a high school transcript.

### **High School Equivalency**

Students who have earned high school equivalency through the General Educational Development (GED) testing program, should send a copy of the GED Certificate and scores to the Office of Admissions along with a copy of a high school transcript.

## ***Special Admissions Categories***

**International students** should contact the International Programs Office at BGSU, 419-372-2247, for information on requirements and application procedures.

**Guest students** who wish to take classes at BGSU Firelands but do not plan to seek a degree can attend as guest students. Registration for guest students does not require application to BGSU and is arranged by the Office of Registration and Records.

## ***Foreign Language Requirement***

Admission to Bowling Green State University includes a requirement for a language other than English. The foreign language requirement applies only to students seeking a baccalaureate degree. The requirement is typically satisfied through completion of two units of the same language other than English in high school.

If this requirement is not fulfilled at the time of admission to the University, it may be satisfied in one of two ways.

- For those students who have not completed study of a language other than English in high school, satisfactory completion of two semesters of the same language (other than English) at the university level.
- For students who have acquired a language other than English through experience (e.g., heritage speakers) or who have learned it through prior study (e.g., classical language in a foreign school), credit by examination may be used to fulfill this admission requirement.

*The following conditions and stipulations also apply:*

- Students who have a documented (through Disabilities Services) learning disability in acquisition of a new language may substitute courses taught in English from BGSU's existing list of acceptable substitute courses.
- American Sign Language will fulfill this admission requirement.
- Computer programming languages will not fulfill this admission requirement.
- The Foreign Language Admission Requirement will apply to transfer students who have completed fewer than 30 semester hours of credit-bearing, post-secondary courses but will not apply to those students who have completed 30 or more semester hours of credit-bearing, post-secondary courses at BGSU Firelands or at another college or university (as per the Transfer Students policy).

## ***BGSU Email / MyBGSU Accounts***

Once admitted you will receive information about setting up BGSU Email and MyBGSU Web portal accounts. You must activate your accounts to receive awards and financial aid application updates.

## ***Housing***

There are abundant housing opportunities in Huron and the surrounding areas. In addition, bus service is available for Erie County residents from the Sandusky Transit System. Call 419-627-0740 between 8 a.m. and 4 p.m. for schedules and reservations. Public bus service may be available from other areas as well. BGSU Firelands does not offer on-campus housing.

## ***Ohio Residency***

It is the student's responsibility to indicate the proper state of residence at the time of registration. Students with questions should contact the Office of Registration and Records 419-433-5560 or 1-800-322-4787. In some cases, the questions may be presented to the Residence Status Review Committee for official action.

## Application Process

1. Complete the attached application and return to BGSU Firelands with application fee of \$45 or apply online at [www.firelands.bgsu.edu](http://www.firelands.bgsu.edu).
2. Submit an official high school transcript, showing at least sixth semester GPA on a 4.0 scale (waived if earned more than 30 semester or 45 quarter hours of coursework from a college or university other than Bowling Green State University after graduation).\*
3. Submit official transcripts from any college, university, technical or other post-secondary degree-granting institution, including unaccredited institutions, where you have ever registered for classes, even if you withdrew from those classes. Schools that show no record of registration, due to a withdrawal from classes prior to the terms start, must submit a letter indicating no record of enrollment from the Office of Registration and Records. \*
4. Submit copy of GED if received. \*
5. Submit ACT or SAT test results, if students completed secondary education through an alternative program such as home schooling. Home schooling through a regionally accredited program will not require the ACT, SAT or GED. Home schooling through an unaccredited program will require either a 21 on the ACT or 1,000 on the SAT or successful completion of the GED.
6. Students whose native language is not English must take the TOEFL test or the Michigan Test of English language proficiency. This is required of international students issued immigrant visas, international students transferring from another American college or university, those (with English as a foreign language) from U.S. territories such as Puerto Rico and any other U.S. citizen or noncitizen whose native language is not English.
7. Students who earned Advanced Placement before enrolling at BGSU Firelands should have their scores sent to BGSU's Office of Registration and Records, 110 Administration Bldg., Bowling Green, OH 43403-0130. Credit for the College Level Examination (CLEP) will be granted through the Office of Continuing & Extended Education.

\* Personal copies of official transcripts will be evaluated for acceptability. If deemed unacceptable, students must provide official copies sent directly from the school. All Admission credentials submitted to the Office of Admissions become the property of Bowling Green State University and cannot be returned.

## Deadlines for 2015-2016 Application Materials

### Application

Spring 2015 .....	January 2, 2015
Summer 2015.....	May 8, 2015
Fall 2015 .....	August 7, 2015
Spring 2016 .....	January 4, 2016

### Credentials

Spring 2015 .....	January 9, 2015
Summer 2015.....	May 15, 2015
Fall 2015 .....	August 21, 2015
Spring 2016 .....	January 8, 2016

Apply online at [www.firelands.bgsu.edu](http://www.firelands.bgsu.edu). A pay later option is available to those who do not have the ability to pay the application fee online.

# Programs & Majors

## Major Areas of Study

BGSU Firelands offers nine bachelor's degrees, 15 associate's degrees representing 22 areas of study, and four certificate programs. Associate's degrees are divided into two general categories: career-oriented technical majors that prepare students for immediate employment, and transfer programs which are designed to provide freshman- and sophomore-level course work leading to entry into bachelor's degree programs at BGSU or other colleges and universities.

Please review the following list of program codes and list on your application the major and program code of your choice. If it is your intention to go on to main campus after two years, you should list either the Associate of Art or Associate of Science as your major choice.

### Major not determined

Undecided (F100)

### One-Year Certificate Programs

Business Management Technology—Areas of concentration:

Bookkeeping (F234)

Management and Supervision (F235)

Small Business Management (F236)

Health Information Management Technology— Area of concentration:

Medical Scribe (F241)

### Two-Year Associate Degree Programs

#### Transfer Programs

Associate of Arts (F231 or online option F238)—1st two years of a Bachelor's degree

Associate of Science (F232)—1st two years of a Bachelor's degree+

#### Career and Technical Majors

Associate of Applied Business in:

Business Management Technology, with majors in:

Accounting (F209)

General Business Management (F210)

Lean Systems Management (F211)

Computer Science Technology, with majors in:

Computer Networking Specialist (F212)

Computer Support Specialist (F213)

Visual Media Technology, with majors in:

Interactive Media (F214)

Print Media (F215)

Associate of Applied Science in:

Criminal Justice (F216)

Diagnostic Medical Sonography (F239)\*

Inclusive Early Childhood Education (F217)

Electrical/ Electronic Engineering Technology,

with majors in:

Electromechanical Technology (F218)

Electronics and Computer Technology (F219)

Health Information Management Technology (F220)

Human Services (F221)

Industrial Technology, with major in:

Manufacturing (F222)

Nursing (Courses offered at BGSU Firelands with degrees awarded by Lorain County Community College)

RN program (F224)

LPN to RN program (ACCESS program) (F224)

Radiologic Technology (F225) \*

Respiratory Care Technology (F226) \*

Associate of Technical Study (F227) \*\*

Associate of Technical Study in Coding and Medical Billing (F228)

Associate of Technical Study in Radiologic Science (F230)

### Four-Year Baccalaureate Degree Programs

Bachelor of Liberal Studies (F200) \*\*\*

Bachelor of Science in:

Applied Health Science, Allied Health Track (F201)

Applied Health Science, Respiratory Care

Specialization (F206)\*\*\*

Business Administration, General Business/

Individualized Business (F237)\*\*\*

Criminal Justice (F203) \*\*\*

Education, Inclusive Early Childhood Education (F204) \*\*\*

Nursing (RN/BSN Completion Program in consortium with University of Toledo Health

Science Campus) (F205) \*\*\*

Social Work (F240)\*\*\*

Technology, Visual Communication Technology (F208) \*\*\*

\* These programs are selective admissions. After students are admitted to pre-program based on admissions requirements, they go through an additional application process before they are officially admitted to the major.

\*\* This is a student-developed combination of courses in a specific area of concentration not available in other degree programs. Applicant's plan of study must be approved prior to admission to the major.

\*\*\* These programs require students to pass a set of coursework, usually within the first two years of study, before they are officially admitted to the major.

+ Students applying to Firelands Regional Medical Center School of Nursing diploma program should choose the Associate of Science program as their major at BGSU Firelands. Students should contact Firelands Regional Medical Center School of Nursing for additional admission information and requirements.

# BGSU Firelands

## 2015-2016 Application for Undergraduate Admission

### FOR OFFICE USE ONLY

PROF	ACT	SAT	DATE	INITIAL	ACTION
			_____	_____	_____
Previous App. _____			_____	_____	_____
Term _____			_____	_____	_____
Decision _____			_____	_____	_____

Please type or print all information.

Include a check or money order for \$45 (nonrefundable) payable to BGSU. (We are unable to accept cash.)  
 (Individuals may complete a BGSU Firelands online application by going to [www.firelands.bgsu.edu](http://www.firelands.bgsu.edu))

1. Legal name \_\_\_\_\_ 2. Social Security Number \_\_\_\_\_  
last first middle

3. Former name (if any) \_\_\_\_\_

4. Permanent address \_\_\_\_\_  
street city state zip

5. Birthdate \_\_\_\_\_ 6.  Female  Male 7. Home telephone ( ) \_\_\_\_\_  
mo day yr

8. Cell phone ( ) \_\_\_\_\_

9. Email address \_\_\_\_\_

10. Racial/ethnic background (optional): Do you consider yourself to be Hispanic/Latino?  Yes  No

Please select one or more of the following racial categories to describe yourself:

American Indian or Alaska Native  Asian  Black or African American  Native Hawaiian or Pacific Islander  White

11. **Non-U.S. Citizens Only:** Include a photocopy of your Resident Alien Identification Card with this application.

Please check:  I have an immigrant visa. Country of citizenship \_\_\_\_\_

12. Have you been an Ohio resident for at least one year?  Yes  No

13. County of Residence \_\_\_\_\_

14. Name of High School \_\_\_\_\_  
city state zip

15. High School Graduation Date \_\_\_\_\_ or GED Completion Date (if applicable) \_\_\_\_\_  
mo yr mo yr

16. Are you currently or have you previously served in the U.S. military (active duty, Reserves, National Guard)?  Yes  No

17. Have you ever applied to or attended BGSU?  Yes  No

18. Have you ever registered for classes at any post-secondary institutions?  Yes  No

If you have registered for classes at any college, university, technical or other post-secondary degree-granting institution, even if you withdrew, you must give the name, address and dates of attendance in chronological order. Include coursework completed at BGSU and any coursework completed through Post Secondary Enrollment Options (PSEOP) as well as unaccredited institutions. An official transcript must be sent from each institution except BGSU. Personal copies of official transcripts will be evaluated for acceptability. If deemed unacceptable, students must provide official copies sent directly from the school. All Admissions credentials submitted to the Office of Admissions become the property of Bowling Green State University and cannot be returned.

Name of Institution	Location	Dates Attended		Credit Hours Earned
		From (mo/yr)	To (mo/yr)	

19. Applicants must account for all time since high school. List all work experiences, school or military service since graduation if it is not included in the section above.

Use additional paper if necessary.

**Important! Continued on reverse side. Signature required.**

**2015-2016 Application for Undergraduate Admission** (continued)

20. ACT was taken \_\_\_\_\_ will be taken \_\_\_\_\_ SAT was taken \_\_\_\_\_ will be taken \_\_\_\_\_  
mo yr mo yr mo yr mo yr

21. Term you wish to begin (**check one**):  Fall, August (yr) \_\_\_\_\_  Spring, January (yr) \_\_\_\_\_  Summer, June (yr) \_\_\_\_\_

22. Major \_\_\_\_\_ Major Code \_\_\_\_\_  
(LIST ONLY ONE)

23. Have you ever been charged, pled guilty to, or convicted of one or more felony(ies)? If yes, please provide in writing in the space below, the details for each one, including the date of the offense and the court where you were charged or convicted. Attach additional page(s) if necessary. A fifty-state criminal background check will be conducted by BGSU. Applicants who fail to disclose all felony convictions will be denied admission.  Yes  No

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24. (Optional) Parent/guardian information

Mother  Father  Other

Name \_\_\_\_\_

Address \_\_\_\_\_  
street

\_\_\_\_\_ city \_\_\_\_\_ state \_\_\_\_\_ zip

Home telephone \_\_\_\_\_

Parent email address \_\_\_\_\_

BGSU graduate  Yes  No

Mother  Father  Other

Name \_\_\_\_\_

Address \_\_\_\_\_  
street

\_\_\_\_\_ city \_\_\_\_\_ state \_\_\_\_\_ zip

Home telephone \_\_\_\_\_

Parent email address \_\_\_\_\_

BGSU graduate  Yes  No

**I certify that the information hereon is complete, accurate and true to the best of my knowledge. I understand that my misrepresentation of facts hereon will be cause for refusal of admission, cancellation of admission or expulsion from the University if discovered subsequently. I agree that as a student I am subject to the Code of Student Conduct of Bowling Green State University.**

Signature \_\_\_\_\_

Date \_\_\_\_\_

**Mail completed application and nonrefundable processing fee of \$45 to:**

**Office of Admissions  
 BGSU Firelands  
 One University Drive  
 Huron, Ohio 44839-9719**

**Make check or money order payable to BGSU.** Your canceled check will be your receipt. Please do not send cash.

**BGSU is an AA/EEO institution.**

**Note for students with disabilities:** For information on access, adaptations or accommodations, you may contact the Teaching and Learning Center at 419-433-5560 or 1-800-322-4787 ext. 20748.