



University of the Virgin Islands

Access and Enrollment Services - Admissions Office

Admission, Readmission, and Transfer Undergraduate Application

NEW AND TRANSFER STUDENTS: Applicants seeking admission to the University must submit the completed application form and all supporting documents. All documents must be received in the Admissions Office by April 30 for the Fall Semester and October 30 for the Spring Semester. "Official" documents should be mailed directly to the Admissions Office from the sending institution. Every effort should be made to submit required documents in a complete package, when possible. Admitted students will be required to submit a \$100.00 (US\$) non-refundable enrollment deposit fee to confirm their intent to enroll.

Note: This application can be used for admissions consideration for two consecutive semesters only. After the expiration of two consecutive semesters, please submit a new application and updated academic documents.

U.S. FRESHMEN: Freshmen applicants must submit to the Admissions Office:

► An official secondary school transcript or GED transcript/ certificate/ diploma. Official transcripts must be sent directly from the sending institution to the Admissions Office. High school graduates admitted to the University must also submit final high school transcripts prior to registration.

INTERNATIONAL STUDENTS: Students are urged to apply at least 4-6 weeks in advance of stated deadlines in order to facilitate timely Admissions and U.S. Citizenship and Immigration Services (USCIS) processing. International students must submit:

► **The Test of English as a Foreign Language (TOEFL)** is required of applicants from countries where English is not the official language. For information about TOEFL write to: Educational Testing Service Box 899, Princeton, NJ 08540 USA or visit www.ets.org.

► **Official certified copies of General Certificate of Education (GCE), Caribbean Examination Council (CXC) or Caribbean Advanced Proficiency Examination (CAPE)** results directly to the Admissions Office. Passes in five (5) "O" level GCE or CXC (General I and II), or a combination of both (including English Language) is acceptable for admission. The CXC (General III) will also be accepted if based on the six-point scale. Transfer credit is granted for CXC A-level work. The British Virgin Islands (BVI) Grade I certificate (certified copy by the Ministry of Education) is required from the BVI High School.

► **The Certificate of Finances Form.** Documentation of financial support must be submitted along with the Certificate of Finances Form to verify the availability of funds for at least the first year of study and projected support for the remainder of the program. Documentation should include an official statement from the bank, or lending institution, to confirm the availability of funds. These must reflect the availability of funds for tuition, fees, and living expenses while attending the University of the Virgin Islands.

ALL FRESHMEN (U.S. & INTERNATIONAL): UVI is a test optional university. However, the SAT/ ACT tests are used for scholarships and course selection. To submit official electronic results of the **Scholastic Aptitude Test - SAT Reasoning (UVI code: 0879)** or the **American College Testing Assessment - ACT (UVI code: 5288)**, please visit the College Board or ACT websites. Students with more than 12 college-level credits, including English, and Math, are not required to take the SAT or ACT.

ALL TRANSFER STUDENTS (U.S. & INTERNATIONAL): Applicants who have previously matriculated and earned at least 12 semester or 16 quarter hours of university credits, and achieved at least a "C" average (2.00 on 4.00 scale), will be considered as transfer students. Only credits earned within 10 years of the date of matriculation will be considered for transfer. Appeals may be submitted to the appropriate UVI School or College Dean. Admitted transfer students transcripts are evaluated upon receipt of the enrollment deposit. Transfer students must submit official transcript(s) from each college or university attended. Electronic transcripts are only accepted if sent through a secure electronic transcript system (ex. National Student Clearinghouse, E Scrip Safe, Parchment Services, etc.) to admissions@uvi.edu.

READMISSION TO THE UNIVERSITY: UVI students who are not in attendance for two or more consecutive semesters must apply to be readmitted to the University. For readmission consideration, submit this application for readmission and the \$15.00 readmission fee to the Admissions Office, along with official transcripts from each institution attended since the previous enrollment at UVI. Applications for Readmission must be filed by April 30 for the Fall semester and by October 30 for the Spring semester. Readmission will depend on minimum GPA requirements as set forth in the current catalog based on the number of credits attempted.

CONTACT INFORMATION

Albert E. Sheen Campus, St. Croix - Admissions Office | RR1 Box 10,000 | Kingshill, St. Croix VI 00850-9781 | (340) 692-4158
St. Thomas Campus - Admissions Office | # 2 John Brewer's Bay | St. Thomas, VI 00802 | (340) 693-1160
admissions@uvi.edu

PROGRAM CODES AND MAJORS

St. Thomas Campus

Albert E. Sheen Campus St. Croix, VI

A.A./ A.S./A.A.S. Degree Programs		A.A./ A.S./ A.A.S. Degree Programs	
CODE	Degree Programs	CODE	Degree Programs
AASCJU	Criminal Justice, A.A.S ***	AASCJU	Criminal Justice, A.A.S ***
ASCSC	Computer Science, A.S.	ASCSC	Computer Science, A.S.
AAECE	Inclusive Early Childhood Education, A.A. ***	AAECE	Inclusive Early Childhood Education, A.A. ***
ASPHY	Physics, A.S.	AASPRT	Process Technology, A.A.S.
B.A./B.B.A./ B.S. DEGREE PROGRAMS		B.A./B.B.A./ B.S. DEGREE PROGRAMS	
CODE	Degree Programs	CODE	Degree Programs
BBAACC	Accounting, B.B.A.	BBAACC	Accounting, B.B.A.
BSBAM	Applied Mathematics, B.S. (Dual Degree Program in Engineering)	BSBAM	Applied Mathematics, B.S. (Dual Degree Program in Engineering)
BABIO	Biology, B.A.	BAUNCJ	Criminal Justice, B.A. ***
BSBSB	Biology, B.S. Concentration: ▶ Computational Biology	BSUNCJ	Criminal Justice, B.S. ***
BACHE	Chemistry, B.A.	BSCSC	Computer Science, B.S. Concentration: ▶ Computational Biology
BSCBS	Chemistry, B.S.	BACOM	Communication, B.A.
BAUNCJ	Pre-Criminal Justice, B.A. ***	BAENG	English, B.A. Concentration: ▶ Creative Writing ▶ Journalism ▶ Literature of the African Diaspora
BSUNCJ	Pre-Criminal Justice, B.S. ***	BBAHTM	Hospitality & Tourism Management, B.B.A.
BACOM	Communication, B.A.	BAHUM	Humanities, B.A.
BSCSC	Computer Science, B.S. Concentration: ▶ Computational Biology	BBAIST	Information Systems and Technology, B.B.A.
BAENG	English, B.A. Concentration: ▶ Creative Writing ▶ Journalism ▶ Literature of the African Diaspora	BBAMGT	Management, B.B.A.
BBAHTM	Hospitality & Tourism Management, B.B.A.	BBAMKT	Marketing, B.B.A.
BAHUM	Humanities, B.A.	BAUNDE	Pre-Education, B.A. *** Pre-Elementary Education, B.A. *** Concentrations: ▶ English (ENG) ▶ Mathematics (MAT) ▶ Natural Science (NSC) ▶ Spanish (SPA) ▶ Social Science (SOC) Pre-Inclusive Early Childhood Education, B.A. ***
BBAIST	Information Systems and Technology, B.B.A.	BSUNDN	Pre-Nursing, B.S. ***
BBAMGT	Management, B.B.A.	BAPSY	Psychology, B.A. Concentrations: ▶ Human Services ▶ Psychology ▶ Social Relations
BAMBI	Marine Biology, B.A.	BSPSY	Psychology, B.S.
BSMBS	Marine Biology, B.S.	BAUND	Undecided
BBAMKT	Marketing, B.B.A.		
BSMAT	Mathematics, B.S. Concentrations: ▶ Computational Biology ▶ Computer Science		
BAMAT	Mathematics, B.A.		
BAEDM	Music Education, B.A.		
BAUNDE	Pre-Education, B.A. *** Elementary Education, B.A. *** Concentrations: ▶ English (ENG) ▶ Mathematics (MAT) ▶ Natural Science (NSC) ▶ Spanish (SPA) ▶ Social Science (SOC) Inclusive Early Childhood Education, B.A. ***		
BSUNDN	Pre-Nursing, B.S. ***		
BAPSY	Psychology, B.A. Concentration: ▶ Human Services ▶ Psychology ▶ Social Relations		
BSPSY	Psychology, B.S.		
BASOC	Social Science, B.A.		
BASWK	Social Work, B.A.		
BAUND	Undecided		

The University of the Virgin Islands offers preparation in secondary education for students majoring in other fields. Admission to the secondary education preparation is by written application within the School of Education. This option is available on both campuses.

***Students who are pursuing majors in Criminal Justice, Education and Nursing are admitted to the university as pre-applicants to the programs. Students must complete the admissions requirements for the respective school or to be admitted to the desired program.

Minors:

Caribbean Cultural Studies, Communication, Computational Science, English, Entrepreneurship, Environmental Science, Fine Arts, Health Sciences, Mathematics, Political Science and Psychology.



UVI ID #: _____

PERSONAL INFORMATION

Social Security# _____ - _____ - _____ Date of Birth _____ / _____ / _____ Place of Birth: _____
Month Day Year State/ Country

Legal Name: _____
Last Name First Name Middle Initial Maiden or other names

Citizenship: U.S.A. Naturalized U.S. # _____ Permanent Resident# _____ Other _____

Residence Classification (See information sheet for clarification): U.S.V.I. Resident Non-Resident International

Gender: Male Female Other Marital Status: Single Married Divorced

Ethnicity (optional): Are you of Hispanic or Latino/a origin? Yes No

Race: Please choose one or more from the following.

African American/Black American Indian/Alaskan Native Hawaiian/ Pacific Islander Asian White Other

CAMPUS INFORMATION

Application Type: Freshman Transfer Re-Admit (previously enrolled at UVI) Rematriculant (already obtained a UVI degree)

Enrollment Campus: St. Thomas St. Croix
 St. Maarten (St. Maarten campus is only available for students participating in the UVI at USM program)

Semester you intend to enroll: Spring (January) 20____ Fall (August) 20____ Status: Full-time Part-time

Intended Degree: Associate (2 year) Bachelor (4 year)

Intended Major: Undecided (I do not yet know) Decided (see UVI program majors and codes on page 2)

Major: _____ Concentration: _____ Minor: _____

ADDRESS INFORMATION

Mailing Address: _____
PO Box # or Street City State/ Country Zip Code

Cell Phone #: (____) _____ Home Phone #: (____) _____ Email: _____

EMERGENCY CONTACT INFORMATION

Emergency Contact: Mother Father Legal Guardian Spouse Other, please specify: _____

Last Name First Name Middle Initial

Address City State Zip Code

Cell Phone #: (____) _____ Home Phone #: (____) _____ Email: _____

ADDITIONAL INFORMATION

Have you previously applied for admission to UVI? Yes No If yes : I was accepted I was denied

Did either of your parents attend a College/University? Yes No I do not know

If you are a US Citizen, would you be interested in Army Reserve Officer Training Corps (ROTC)? Yes No Maybe

Are you a veteran? Yes No

Have you ever been convicted of a crime, other than a traffic violation? Yes* No

If yes: Felony or Misdemeanor * an official police report is required to be submitted

STANDARDIZED TEST SCORES (UVI is test optional)

Have you taken the SAT? Yes No Year: _____ Have you taken the ACT? Yes No Year: _____

Have you taken the TOEFL (English as a Second Language)? Yes No Year: _____

Please turn over to complete your application for admission

EDUCATIONAL BACKGROUND

List below **ALL** educational institutions you have attended (**even if you withdrew, and including UVI**).

High School Graduates or General Education Equivalency Diploma (GED): List high school(s) attended, most recent first or GED Certificate.

Transfer Students: List all colleges / universities you have ever attended, most recent first.

Also, include the high school from which you graduated (Use a separate page if necessary)

**A failure to list all institutions you have previously attended may result in disciplinary action, rescission of admission,
and/or invalidation of academic credits or degree(s) earned.**

<i>List all high schools and colleges/ universities in chronological order</i>	<i>Dates of Attendance</i>		Credit Hours already completed
	From Month / Year	To Month / Year	
1			
2			
3			
4			
5			
6			
7			

CERTIFICATION

I understand that withholding information requested on this application or giving false information may make me ineligible for admission to the University of the Virgin Islands, or subject to dismissal if already enrolled. I certify that the statements I have made on this application are correct and complete.

Signature: _____ **Date** ____ / ____ / ____

NO ACTION WILL BE TAKEN ON THIS APPLICATION FOR ADMISSION WITHOUT A SIGNATURE AND DATE

CAMPUS MAILING ADDRESSES

St. Thomas Campus

2 John Brewer's Bay
St. Thomas, V.I. 00802

www.uvi.edu

Albert A. Sheen Campus

RR 1 Box 10,000
Kingshill, V.I. 00850

OFFICE OF ADMISSION

Phone: (340) 693-1160
Toll Free: (877) 468-6884
Fax: (340) 693-1167
Email: admissions@uvi.edu

Phone: (340) 692-4158
Toll Free: (877) 468-6884
Fax: (340) 692-4115
Email: admissions@uvi.edu

OFFICE OF FINANCIAL AID

Phone: (340) 693-1090
Fax: (340) 693-1167
Email: financialaidstt@uvi.edu

Phone: (340) 692-4193
Fax: (340) 692-4145
Email: financialaidstx@uvi.edu

FAFSA School Code: 003946
FAFSA Application: www.fafsa.ed.gov

FAFSA School Code: 006989
FAFSA Application: www.fafsa.ed.gov




The priority filing date at UVI for the Free Application for Federal Student Aid (FAFSA) is March 1, 2019






RESIDENT CLASSIFICATION INFORMATION

IN-TERRITORY

The following student classification will be used for administrative purposes. For assessing tuition, students are classified as In-Territory or Out-of-Territory.

-  A U.S citizen or Permanent Resident 18 years of age or older may register as an In-Territory student if she or he has been a legal resident of the U.S Virgin Islands for a period of at least 12 months immediately preceding the date of registration.
-  A U.S Virgin Islands resident who has left the territory to attend school and has their permanent residence as the U.S Virgin Islands will be considered an In-Territory student.
-  A U.S Citizen or Permanent resident who marries a U.S Virgin Islands resident who is eligible for In-Territory status will be considered an In-Territory student.

OUT-OF-TERRITORY

-  A U.S citizen or Permanent Resident 18 years or older who has not lived in the U.S Virgin Islands for 12 consecutive months prior to registration will be considered an Out-of-Territory Student.
-  International students who are on student visas (F-1, J-1 or H-1) will be considered Out-of-Territory students.
-  No person will be granted resident student status while attending the University of the Virgin Islands without clear demonstration of established legal residence in the Virgin Islands. Students residing in University housing are not eligible of reclassification as resident students.

CHANGE OF STATUS

Students requesting reclassification must present evidence, establishing residence in the U.S Virgin Islands and maintenance of that for the preceding 12 months. Applicable documents, listed below, may be considered as evidence of establishing legal residence and permanent ties in the U.S Virgin Islands. Documents identified below with an asterisk (*) are considered permanent ties and must be dated twelve (12) months **prior to the 1st day of classes for the term for which residency reclassification is sought.**

The most recent Income Tax returns and W-2 form; parent's most recent tax returns (if student is under the age of 25); letter stating independent status from the Financial aid Office (if receiving financial aid and under the age of 24).

Category I

1. United states Virgin Islands Voter's Registration*
2. Proof of marriage to a United States Virgin Islands resident (marriage certificate) along with proof of the spouse's United States Virgin Islands resident status.
3. The most recent United States Virgin Islands Income Tax returns and w2 forms; parents' most recent tax returns (if student is under the age of 25); and a letter stating independent status from the Financial Aid Office (if receiving financial aid and under the age of 24)

Category II

1. United states Virgin Islands Driver's License*
2. Official identification (ID) card issued by agencies within the United States Virgin Islands. *
3. Full-time permanent employment, or part-time permanent employment, or acceptance thereof in the United States Virgin Islands (an official letter on company stationery and paycheck stubs are required.)
4. United States Virgin Islands vehicle registration and/or Title. *
5. Lease agreement, deed, rent receipts or canceled rent checks, proof of purchase of permanent home (deed, tax receipts, purchase of real property) *
6. United States Virgin Islands Business Incorporation and/or License. *
7. Professional or Occupational License obtained in the United States Virgin Islands, (e.g. membership in the United States Virgin Islands Bar Association). *
8. Accounts at a local financial institution (savings and/or checking, utility statements (e.g. power, telephone, cable television). The applicant's name must appear on the documents. *

PLEASE NOTE: Reclassification will begin the semester following approval of the request. Please refer to the University of the Virgin Islands Catalog for further details regarding residency requirements. Submission of fraudulent documents to obtain residency will result in expulsion from University of the Virgin Islands.

**UNIVERSITY OF THE VIRGIN ISLANDS UNDERGRADUATE TUITION AND FEES
FALL 2019 - SPRING 2020**

FULL - TIME TUITION AND FEES PER SEMESTER	RESIDENT	NON-RESIDENT
TUITION	\$ 2,315.50	\$ 6,946.00
REGISTRATION FEE	\$ 30.00	\$ 30.00
STUDENT ACTIVITY FEE STX	\$ 20.00	\$ 20.00
STUDENT ACTIVITY FEE STT	\$ 44.00	\$ 44.00
STUDENT ASSOCIATION FEE	\$ 20.00	\$ 20.00
MEDICAL INSURANCE FEE	\$ 28.00	\$ 28.00
HEALTH SERVICE FEE	\$ 40.00	\$ 40.00
PROPERTY FEE	\$ 50.00	\$ 50.00
TECHNOLOGY FEE	\$ 90.00	\$ 90.00
SUB-TOTAL (STX)	\$ 2,593.50	\$ 7,224.00
SUB-TOTAL (STT)	\$ 2,617.50	\$ 7,248.00
ORIENTATION FEE (ONE-TIME FEE)	\$ 90.00	\$ 90.00
ENROLLMENT DEPOSIT FEE (Non-refundable if student does not enroll)	\$ 100.00	\$ 100.00
TOTAL* (St. Croix Campus)	\$ 2,683.50	\$ 7,314.00
TOTAL* (St. Thomas Campus)	\$ 2,707.50	\$ 7,338.00
Full-Time Overload (17 credits and above, additional per credit fees)	\$ 147.00	\$ 221.00
ADDITIONAL FEES * Fees for Labs, Room, Board, etc.		
NURSING LAB FEE	\$ 50.00	\$ 50.00
SCIENCE LABORATORY/ EQUIPMENT FEE (per course)	\$ 50.00	\$ 50.00
PRACTICE TEACHING FEE	\$ 50.00	\$ 50.00
PHYSICAL EDUCATION LAB FEE	\$ 25.00	\$ 25.00
BSN NURSING STANDARDIZED ASSESSMENT FEE	\$ 110.00	\$ 110.00
ROOM		
ROOM AND KEY DEPOSIT (refundable upon request)	\$ 100.00	\$ 100.00
SINGLE ROOM	\$ 1,803.00	\$ 1,803.00
DOUBLE ROOM	\$ 1,387.00	\$ 1,387.00
TRIPLE ROOM (Available on St. Croix campus only)	\$ 1,042.00	\$ 1,042.00
Single Room (West Hall)	\$ 2,800.00	\$ 2,800.00
Double Room (West Hall)	\$ 2,250.00	\$ 2,250.00
BOARD/ MEALS		
MEAL PLAN A (20 Meals Weekly)	\$ 2,890.00	\$ 2,890.00
MEAL PLAN B (14 Meals Weekly)	\$ 2,025.00	\$ 2,025.00
COMMUTER MEAL PLAN A (10 Meals Weekly)	\$ 1,320.00	\$ 1,320.00
COMMUTER MEAL PLAN B (5 Meals Weekly)	\$ 660.00	\$ 660.00
OTHER FEES		
TRAVEL AND TRANSPORTATION	\$ 400.00 - 1,000.00	\$ 400.00 - 1,000.00
BOOKS (Estimate Only)	\$ 700.00	\$ 700.00
PART-TIME TUITION & FEES		
TUITION - Per Credit	\$ 154.00	\$ 463.00
STUDENT ACTIVITY FEE STX	\$ 20.00	\$ 20.00
STUDENT ACTIVITY FEE STT	\$ 44.00	\$ 44.00
WELLNESS FEE STT	\$ 24.00	\$ 24.00
HEALTH SERVICE FEE	\$ 40.00	\$ 40.00
PROPERTY FEE	\$ 50.00	\$ 50.00
TECHNOLOGY FEE	\$ 90.00	\$ 90.00
REGISTRATION FEE	\$ 30.00	\$ 30.00
*Tuition & Fees are subject to change. Students are required to pay all bills at the time of registration in U.S. currency. Financial aid applicants must contact the Financial Aid Office at (340) 693-1090 (STT) or (340) 692-4193 (STX).		