# Employee Part-Time Undergraduate Degree-Completion Program Application for Fall Admission

The Part-Time Undergraduate Degree-Completion Program enables qualified employees to be admitted to the University as undergraduate degree candidates while continuing their employment with the University. One of the results of the Chancellor's Task Force on a Better Workplace, it is a degree completion program for junior transfer students who have demonstrated their academic capabilities through previous enrollment at UNC-Chapel Hill or other post-secondary institutions.

Employees who are interested in the program should use this application to apply for admission. Each application will receive careful attention from the Office of Undergraduate Admissions. Because we will take great care when reviewing your application, we encourage you to complete it thoughtfully.

We look forward to learning more about you, and we wish you the best of luck as you continue your education.

Stephen Farmer
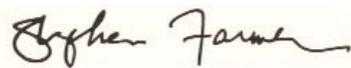
Vice Provost for Enrollment and Undergraduate Admissions

Five Steps to an Easier Application

● **Complete this application by the June 30 deadline**
Please complete this application and arrange to send all required materials by the June 30 deadline to the Office of Undergraduate Admissions.

● **Discuss this program with your supervisor**
Discuss your interest in this program with your supervisor to verify it will not create a potential conflict with your employment responsibilities.

● **Send your transcripts**
Send us official transcripts from all high school and college institutions you've attended.

● **Send your test scores**
SAT and/or ACT scores should be submitted if these exams were taken within the past five years.

● **Submit letter of recommendation**
Provide a letter of recommendation from an individual who can attest to your academic ability–preferably a previous college instructor.

Application materials and questions should be addressed to:

Office of Undergraduate Admissions, University of North Carolina at Chapel Hill
Campus Box 2200, Jackson Hall
Chapel Hill, NC 27599-2200
Phone: (919) 966-3621   Fax: (919) 962-3045   Email: unchelp@admissions.unc.edu   *www.admissions.unc.edu*
SAT code: 5816; ACT code: 3162

Application Checklist

Please complete the following steps. See the detailed directions on the following pages.

- ☐ Application - Read and complete the application carefully. Be sure to print your name and date of birth on each page.
- ☐ Transcripts - To avoid delays, submit official high school and college transcripts from each school you attended in a sealed envelope with your application.
- ☐ Residency Application - If you are a North Carolina resident, complete the residency application, which is required for in-state tuition, and enclose it with your application.
- ☐ Test Scores - If taken within the past five years, have your SAT I and/or ACT scores sent directly to UNC-Chapel Hill. If SAT II subject scores are available, please have them sent to us as well. Our SAT code is 5816, and our ACT code is 3162.
- ☐ Make copies - For your records, make a duplicate copy of all materials you are submitting to UNC-Chapel Hill.
- ☐ Submission - Mail the signed application by **June 30 of each year (or next business day if it is on the weekend).**

Important Dates

	DEADLINES
Postmark application deadline	June 30 (or next business day)
Decision notification via U.S. mail on or around	July 15
Consideration for need-based financial aid programs	Yes
Enrollment reply by	July 31

Program Overview and Detailed Application Directions

Program Overview
The Part-Time Undergraduate Degree-Completion Program enables qualified employees to be admitted to the University as undergraduate degree candidates, continue their employment, and remain part-time degree-seeking students. It does not create a new UNC-Chapel Hill degree, but provides a means for employees to earn an existing undergraduate degree on a part-time basis.

It is a degree completion program for junior transfer students who have demonstrated their academic capabilities through previous college or university enrollment at UNC-Chapel Hill or other post-secondary institutions.

Number of Participants
The target for admission will be ten students per year.

Eligibility and Admissions Criteria
The program is open to permanent SPA or EPA employees of UNC-Chapel Hill who work at least 30 hours per week and have been employed at the University for at least one year. Employees who are admitted into the program may remain in it even if they leave the University while enrolled.

Admission criteria is the same as for other transfer students applying to the University. As with all junior transfers, both academic background and personal achievement will be factors in admissions decisions. The applicant's experience in the workplace may be taken into consideration, but will not be a substitute for regular admissions criteria.

Prior Academic Work
Applicants are required to have earned at least 51 transferable credit hours at the post-secondary level (including hours previously earned at UNC-Chapel Hill) to qualify for admission.

The maximum number of credits that may be transferred is 75 from a four-year institution and 64 from a two-year institution (for students who have attended both types of institutions the maximum is governed by the type of institution last attended).

Minimum Course Requirements
Please remember that the following are minimum course requirements only; admitted students typically present credentials that go well beyond the minimum.

Your high school record in grades 9 through 12 must include at least the following: four years of English; Algebra 1, Algebra 2, and Geometry; three courses in science (one biological, one physical, and one lab science); one course in social science; one course in United States history; and two years of the same foreign language.

If your high school record lacks any unit in English, math, science, U.S. history, or social science or you hold a GED, you must present one of the following in order to meet minimum eligibility for admission:

- At least 24 total transferable semester hours from an accredited college or university, with at least six hours in each of the following disciplines: English, math,

social science, and natural science; or

- Completion of an AA, AS, or AFA from a regionally accredited two-year school; or
- Status as a nontraditional applicant older than age 24.

Transferable Courses
We normally grant transfer credit for any liberal-arts course taken at a regionally accredited college or university, as long as the course is analogous to a course offered at UNC-Chapel Hill and passed with a grade of C or better. We do not grant transfer credit for professional or technical courses. For more information about how your courses at your current institution might transfer to the University, visit *www.admissions.unc.edu/applying/ transfer.htm*.

To review majors, courses, and requirements in the College of Arts and Sciences, visit *www.unc.edu/depts/advising*. To review academic information for other departments, visit *www.unc.edu/depts*.

Transcripts
We require that you submit transcripts from all high schools and colleges where you've attempted any courses, regardless of whether or not you received credit for the courses you attempted. Even if your transcript lists courses taken at other schools, we require an official transcript from each school you attended.

Although we will accept transcripts mailed directly from your schools, we would prefer that you collect all of your official transcripts and send them to us yourself. In order for us to consider these transcripts official, you must leave them in the sealed envelope in which they were enclosed by your schools. If you choose to send unofficial transcripts or transcripts that have already been opened, we won't be able to read your application and your decision will be delayed.

Letter of Recommendation
A letter of recommendation that attests to your academic ability is required. It is highly desirable that this letter be provided by a previous post-secondary instructor. If obtaining a letter from such a person would present an undue hardship, then you may provide a letter from another person who knows you well and can assess your capacity for classroom work.

Supervisor Communication
Applicants are required to discuss their interest in this program with their supervisor. The University encourages supervisors to be supportive of employees' participation and to accommodate work schedule modification requests if at all possible. Supervisors have the discretion to consider up to three hours of employees' participation in the program per week as work time if the program is determined to be work-related. It is also important for

employees to maintain expected standards of performance in the workplace while enrolled in the program.

Standardized Testing
If you have taken the SAT and/or ACT exam within the past five years, call the appropriate testing service and ask that your scores be sent to us.

SAT	
www.collegeboard.com	800-SAT-SCORE
UNC-Chapel Hill SAT code:	5816
ACT	
www.act.org	(319) 337-1313
UNC-Chapel Hill ACT code:	3162

Application Fee
The normal application fee will be waived.

Honor Code
Please answer carefully all of the questions in the Honor Code part of the application. If you overlook one or more of these questions, we won't be able to process your application. If you answer "yes" to any Community Standards question, an explanation is required and must be included with your application.

Residency Application
If you're a legal resident of North Carolina, you must complete the Residency Application on the last two pages of this application to be considered for in-state tuition. If you don't complete the residency form, we will assume you are not a legal resident of North Carolina.

Student Fees
Student fees will be waived for participants in the program. (This does not apply to the orientation fee or fees specific to a course or program). Program participants may choose to pay fees, but in doing so must pay fees in their entirety. Students who leave University employment while enrolled in the program will be required to pay student fees.

Financial Assistance
Like other University employees enrolling in University courses, employees enrolled in the program can take up to two courses per year under the Tuition Waiver program. Please note that the tuition waiver isn't automatic; instead, you will need to apply for the waiver each semester you enroll in a course. For detailed instructions, as well waiver application deadlines, refer to: *http://hr.unc.edu/Data/benefits/tuitionprograms/tuitionwaiver*.

When you receive a tuition waiver, your student fees are automatically waived. However, if you want to take more than the two courses covered by the tuition waiver in a given year, you will need to apply separately to have your student fees waived. More information and the fee waiver form are available at: http://hr.unc.edu/Data/benefits/tuitionprograms/fee-waiver

Employee and Dependent Scholarship Program

You may also be eligible for financial support under the Employee and Dependent Scholarship initiative, which is a need-based program. A program application and additional information are available at *http://hr.unc.edu/formfinder/forms-benefits/forms_tuition/emp_scholarship_app.doc*.

Other Programs

In addition, there are some financial aid and loan programs for which part-time degree students are eligible. These generally require the student to be enrolled in at least six credit hours per semester, though federal Pell Grants are available to eligible students who are enrolled for fewer than six hours.

More Information

For more information, contact the Office of Scholarships and Student Aid at (919) 962-8396 or visit *studentaid.unc.edu*. Additionally, please refer to the Free Application for Federal Student Aid (FAFSA) website at *www.fafsa.ed.gov*.

Course Enrollment

Program participants are expected to be enrolled in classes each fall and spring semester and to take three to eight credit hours per semester. Modifications in the work schedule to accommodate the proposed class schedule will require the approval of the supervisor, and students should plan their course loads accordingly. Please refer to *Supervisor Communication* above.

Students who would like to take more than eight credit hours in a given semester should consult with their academic advisor and obtain the approval of their supervisor in advance. Once the academic advisor and supervisor have determined the feasibility of the course load, the request will be considered by the student's academic school or college.

Students who are not enrolled for a fall or spring semester will need to apply to Undergraduate Admissions for readmission to the program.

Academic Requirements

Individuals participating in the program will be subject to general University standards for academic eligibility and personal conduct. As part-time, transfer students, they will be required to maintain cumulative UNC-Chapel Hill grade point averages in the following manner: 1.0 after 6 hours attempted, 1.5 after 12 hours, 1.75 after 24 hours, 1.9 after 36 hours, and 2.0 after 48 hours. Students will be subject to a requirement comparable to the nine-semester limit for full-time students, but it will be based on the same conversion formula used for other part-time students; it will not reflect the student's physical presence on campus for a specific number of semesters.

The UNC-Chapel Hill catalog year that will govern academic requirements for individuals in the program will be determined in the same manner as for other transfer students. The requirements of the new curriculum will be applied to students in the program in the same manner as for other transfer students. Responsibility for reviewing issues of academic eligibility and the special circumstances of individual students in the program will reside with the dean's office in the student's academic school or college.

About Admission for Students with Disabilities

Each application for admission is considered in competition with all other applications. However, if you believe that your academic progress has been affected by disability-related issues, you may voluntarily include with your application documentation about the disability and its specific impact on your educational experiences. If you supply such documentation, we will keep it confidential and use it only as part of our voluntary efforts to comply with federal regulation 34 CFR 104.42. Your choosing to supply this information will not subject you to any discriminatory treatment.

For additional information, please refer to *www.admissions.unc.edu/applying/moreinfo.html*.

Academic Advising and Additional Information

The student's academic school or college will provide academic advising. General academic information about the program will be provided to prospective students by the Friday Center for Continuing Education, and academic advisors in the Friday Center will consult with academic advisors in the degree-granting units on issues related to the needs and circumstances of adult learners.

For additional information, please refer to:
Office of Undergraduate Admissions
www.admissions.unc.edu/applying/employees.htm

Friday Center for Continuing Education
www.fridaycenter.unc.edu/degree.htm

How to send us your completed application and transcripts

Please keep a copy of your completed application and send it to us at:

Office of Undergraduate Admissions, University of North Carolina at Chapel Hill
CB #2200, Jackson Hall, Phone: (919) 966-3621 Fax: (919) 962-3045
Chapel Hill, NC 27599-2200

Admissions	**Friday Center**	**Course Equivalencies**	**New Student Programs**	**Student Aid**
admissions.unc.edu	*www.fridaycenter.unc.edu*	*https://www-s3.ais.unc.edu/sis/ adm/xfereq.html*	*orientation.unc.edu*	*studentaid.unc.edu*
(919) 966-3621	(919) 962-3000		(919) 962-8521	(919) 962-8396

List of Majors

College of Arts and Sciences

college.unc.edu

African and Afro-American Studies
American Studies
Anthropology
Applied Sciences
    Biomedical Engineering
    Computer Engineering
    Materials Science
Art History
Art Studio
Asian Studies
Biology
Chemistry
Classics
Communication Studies
Comparative Literature
Computer Science[1]
Contemporary European Studies
Cultural Studies
Dramatic Art
Economics
Engineering (see Applied Sciences)
English
Environmental Science and Studies
Exercise and Sport Science
French
Geography
Geological Sciences
Germanic Languages
History
Interdisciplinary Studies
International Studies
Latin American Studies
Linguistics
Management and Society
Mathematical Decision Sciences
Mathematics
Music
Music Performance

Peace, War, and Defense
(Pre)Pharmacy
Philosophy
Physics and Astronomy
Political Science
Psychology
Public Policy Analysis
Religious Studies
Russian
Russian and East European Studies
Slavic Languages and Literatures
Sociology
Spanish
Women's Studies

Kenan-Flagler Business School

www.kenan-flagler.unc.edu

Business Administration

Information and Library Science

sils.unc.edu

Information Science

School of Journalism and Mass Communication

jomc.unc.edu

Advertising
Electronic Communication
News-Editorial
Public Relations
Visual Communication

School of Education

soe.unc.edu

Child Development and Family Studies
Elementary Education

Middle Grades Education

School of Public Health

sph.unc.edu

Biostatistics
Environmental Health Science
Health Policy and Administration
Nutrition

School of Dentistry

dentistry.unc.edu

Dental Hygiene

School of Nursing

nursing.unc.edu

Nursing

Allied Health

med.unc.edu/ahs

Clinical Laboratory Science
Radiologic Science

School of Pharmacy

pharmacy.unc.edu

Pharmacy

Employee Profile

Employee Part-Time Undergraduate Degree-Completion Program

Social Security number:

I understand that I am required to provide my Social Security number so that the University can fulfill its reporting obligations under federal and state tax laws. In addition, unless I have marked out this sentence, I am voluntarily permitting the University to use my SSN for the University's internal record keeping and information management operations.

Full Legal Name (please print): _____
LAST OR FAMILY   FIRST   MIDDLE   SUFFIX (JR., SR., ETC.)

Preferred name: _____   Birthdate: _____ / _____ / _____   ❑ Female   ❑ Male
MONTH   DAY   YEAR

Former last name (if applicable): _____

Email Address We'll use this frequently to stay in touch. If it changes, please update your UNC homepage or notify us immediately.

Email address: _____@_____

Mailing Address Where we should reach you between now and **August 15, 2011**. If this address changes before August 15, you must notify us in writing so we can continue to send important information to you.

Address: _____
STREET ADDRESS OR PO BOX   CITY   STATE   ZIP

Country (if not US): _____

Daytime Phone: (_____)_____
AREA CODE

Residency Information for Tuition Purposes

❑   Not a North Carolina resident. Consider me out-of-state for tuition purposes.

❑   Resident of North Carolina. County of residence: _____I will complete the Residency Application on the last two pages of this application.

Ethnicity (This is optional and will not be used for discriminatory purposes.)

❑ White   ❑ Black/African American   ❑ Asian/Asian American

❑ Native Hawaiian/Other Pacific Islander   ❑ Hispanic/Latino/Latina

❑ Native American/Alaskan Native _____
TRIBE/TRIBAL AFFILIATION #

❑ Other (please specify) _____

Language spoken at home (if not English): _____

Citizenship

❑   U.S. Citizen _____
STATE OF RESIDENCE

❑   Permanent Resident Alien (hold "Green Card" Form I-151)

_____ / _____
RECEIPT #   DATE OF ISSUE

_____ / _____
STATE OF RESIDENCE   CITIZENSHIP COUNTRY

❑   Non-Resident Alien _____
CITIZENSHIP COUNTRY

If you are a citizen of another country, you will need to file a financial certification form as required by law. For a copy, go to www.admissions.unc.edu and select Download Forms.

UNC-Chapel Hill Employment

The program is open to permanent EPA and SPA UNC-Chapel Hill employees who work at least 30 hours per week and have been employed at the University for at least one year.

Job title: _____

Department: _____

❑   Yes   ❑   No   I am a permanent University employee who works at least 30 hours per week and have been employed at the University for at least one year.

Supervisor Communication

Applicants are required to discuss their interest in this program with their supervisor.

❑   Yes   ❑   No   I have discussed my interest in this program with my supervisor.

Major

Intended major. Please see the previous page for a list of majors. Some professional schools may have have additional requirements for admission:

_____

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL

Family Information

Applicant's Full Name: _____
(PLEASE PRINT)   LAST   FIRST   MIDDLE   SUFFIX

Mother's Name: _____ ❑ Living   ❑ Deceased
          LAST OR FAMILY   FIRST   MIDDLE   SUFFIX (JR., SR., ETC.)

Address: _____
          STREET ADDRESS OR PO BOX   CITY   STATE   ZIP

Home phone number: (_____) _____ Work: (_____) _____
          AREA CODE   AREA CODE

Occupation: _____

Please indicate the highest educational level attained by your mother:

❑ High school diploma, GED, or less   ❑ Some courses from a technical or trade school

❑ Some college courses or Associate's (two-year) degree   ❑ Bachelor's (four-year) degree or higher

❑ Attended UNC-Chapel Hill from _____ to _____; degree earned _____
                   YEAR   YEAR

College attended (if not UNC-Chapel Hill): _____ Dates of attendance: _____

Father's Name: _____ ❑ Living   ❑ Deceased
          LAST OR FAMILY   FIRST   MIDDLE   SUFFIX (JR., SR., ETC.)

Address: _____
          STREET ADDRESS OR PO BOX   CITY   STATE   ZIP

Home phone number: (_____) _____ Work: (_____) _____
          AREA CODE   AREA CODE

Occupation: _____

Please indicate the highest educational level attained by your father:

❑ High school diploma, GED, or less   ❑ Some courses from a technical or trade school

❑ Some college courses or Associate's (two-year) degree   ❑ Bachelor's (four-year) degree or higher

❑ Attended UNC-Chapel Hill from _____ to _____; degree earned _____
                   YEAR   YEAR

College attended (if not UNC-Chapel Hill): _____ Dates of attendance: _____

If any of your other family members attended UNC-Chapel Hill, please list the following information:

NAME	RELATIONSHIP TO YOU	DATES ATTENDED	DEGREE RECEIVED?
_____	_____	_____	❑ Yes ❑ No
_____	_____	_____	❑ Yes ❑ No
_____	_____	_____	❑ Yes ❑ No
_____	_____	_____	❑ Yes ❑ No

The University of North Carolina at Chapel Hill

Honor Code

Applicant's Full Name: _____

(PLEASE PRINT)　　　　　　　　LAST　　　　　　　　　　FIRST　　　　　　　　MIDDLE　　　　　SUFFIX

Honor Code

Carolina prides itself on honesty and integrity. Under the University's system of self-government, each student is responsible for obeying and supporting enforcement of the Honor Code, which is administered by students. The Honor Code specifically prohibits lying, cheating, or stealing and any conduct that impairs significantly the welfare or the educational opportunities of others in the University community. For more information, visit *honor.unc.edu*.

❏ Yes ❏ No   I agree to uphold the Honor Code.

Community Standards

In an effort to maintain a safe learning community, we must ask the following questions of all applicants. We cannot accept your application unless you answer these questions and provide the required documentation. Your "yes" answer to one or more of the following questions will not necessarily preclude your being admitted. However, your failure to provide complete, accurate, and truthful information will be grounds to deny or withdraw your admission, or to dismiss you after enrollment.

For the purpose of the following questions, "crime" or "criminal charge" refers to any crime other than a traffic-related misdemeanor or an infraction. You must, however, include alcohol or drug offenses whether or not they are traffic-related.

A. If you answer "yes" to any of the questions below, you are required to provide your own written explanation of the event and a statement from your legal representative summarizing the event(s) and the final disposition of your case.

1 ❏ Yes ❏ No   Have you been convicted of a crime?

2 ❏ Yes ❏ No   Have you entered a plea of guilty, a plea of no contest, a plea of nolo contendere, or an Alford plea, or have you received a deferred prosecution or prayer for judgment continued, to a criminal charge?

3 ❏ Yes ❏ No   Have you otherwise accepted responsibility for the commission of a crime?

4 ❏ Yes ❏ No   Do you have any criminal charges pending against you?

B. If you answer "yes" to any of the following questions, you are required to attach an explanation and any other documentation requested below.

5 ❏ Yes ❏ No   Have you ever been dismissed, suspended, expelled, placed on probation, or otherwise subject to any disciplinary sanction by any school, college, or university? This may include, but is not limited to, academic cheating, conduct violations, or alcohol policy infractions. If you answer "yes," you are required to attach a statement from an appropriate school official corroborating your summary of events in addition to your own explanation of the event.

6 ❏ Yes ❏ No   Have you been out of school for reasons other than routine vacations, disability-related reasons, or school-related activities? If you have already graduated, please use the space below to explain how you have been spending your time since graduation.

_____

_____

7 ❏ Yes ❏ No-Never Served   Have you received any type of discharge from military service other than an honorable discharge?
　　❏ No-Currently serving
　　❏ No-Honorably discharged

You must promptly notify the Admissions Office in writing of any criminal charge, any disposition of a criminal charge, or any school, college, or university disciplinary action against you, or any type of military discharge other than an honorable discharge, or any non-routine absence from school that occurs at any time after you submit this application. Your failure to do so will be grounds to deny or withdraw your admission, or to dismiss you after enrollment.

Read, Sign, and Date the Following Statement
We cannot accept your application without your signature.

I certify that the information provided in my application is complete and accurate. I authorize the Office of Undergraduate Admissions to make reasonable inquiry, which may include a criminal background check, if any doubt should arise. I understand my failure to provide complete, accurate, and truthful information on this application will be grounds to deny or withdraw my admission, or dismiss me after enrollment. I further understand that I am required to notify the Office of Undergraduate Admissions if I change my email address.

Signature of applicant: _____ Date: _____

Please make sure you have completed every item on this page and have provided the required explanations (if appropriate) before proceeding.

Academic Information

Applicant's Full Name: _____
(PLEASE PRINT)   LAST   FIRST   MIDDLE   SUFFIX

All College(s) and High School(s) Attended

Please list all colleges, universities, and high schools where you have attempted any courses, regardless of whether you earned credit for those courses.

CURRENT COLLEGE	CITY	STATE	4-DIGIT COLLEGE BOARD CODE	ATTENDED FROM MM/YY TO MM/YY	HOURS EARNED		DID/WILL YOU GRADUATE?
_____	_____	_____	_____	_____	_____	❏ SEM ❏ QTR	❏ Yes ❏ No
PREVIOUS COLLEGE(S) (LIST MOST RECENT FIRST)	CITY	STATE	4-DIGIT COLLEGE BOARD CODE	ATTENDED FROM MM/YY TO MM/YY	HOURS EARNED		DID/WILL YOU GRADUATE?
_____	_____	_____	_____	_____	_____	❏ SEM ❏ QTR	❏ Yes ❏ No
_____	_____	_____	_____	_____	_____	❏ SEM ❏ QTR	❏ Yes ❏ No
_____	_____	_____	_____	_____	_____	❏ SEM ❏ QTR	❏ Yes ❏ No
HIGH SCHOOL(S) (LIST MOST RECENT FIRST)	CITY	STATE	6-DIGIT COLLEGE BOARD CODE	ATTENDED FROM MM/YY TO MM/YY			DID/WILL YOU GRADUATE?
_____	_____	_____	_____	_____			❏ Yes ❏ No
_____	_____	_____	_____	_____			❏ Yes ❏ No

From what type of high school did you graduate? ❏ Public ❏ Private ❏ Foreign ❏ Parochial ❏ Home

Do you now have or will you have prior to entering UNC-Chapel Hill, an Associate of Arts, Associate of Fine Arts, or an Associate of Science Degree? ❏ Yes ❏ No If yes, in what month and year did you or will you earn the degree? _____

Spring/Winter Courses in Progress

❏ I am not currently enrolled in college and do not plan to enroll at another school before the term for which I am applying to U NC-Chapel Hill.

❏ I am currently enrolled in college and my last term will be ❏ Fall ❏ Spring ❏ Winter ❏ Summer Year _____

Please list courses you are completing in the Fall, Winter, and Spring terms. Please provide course numbers, a brief title, and number of hours for each course.

FALL TERM	WINTER TERM (IF APPLICABLE)	SPRING TERM
_____	_____	_____
_____	_____	_____
_____	_____	_____

Test Scores

If you've taken the SAT I or the ACT exam within the past five years, we require that the scores be sent directly to us by the testing service. If you've taken any AP, IB, or SAT II exams, we encourage you to provide your scores, which will be considered as supplemental academic information. To send us your SAT I scores, please visit *www.collegeboard.com* or call 800-SAT-SCORE; be sure to use the correct SAT code for UNC-Chapel Hill (5816). To send us your ACT scores, please visit *www.act.org* or call 319-337-1313; be sure to use the correct ACT code for UNC-Chapel Hill (3162). In the meantime, list the dates and scores (if available) for the test/s you have taken or plan to take.

SAT I

Month/year_____ V _____ M _____

Month/year_____ V _____ M _____

ACT

Month/year _____ Composite Score _____

Month/year _____ Composite Score _____

AP/IB/SAT II

TEST	SUBJECT	EXAM SCORE
_____	_____	_____
_____	_____	_____
_____	_____	_____

The University of North Carolina at Chapel Hill

Interests & Activities

Applicant's Full Name: _____
(PLEASE PRINT)   LAST   FIRST   MIDDLE   SUFFIX

Outside Activities

Think carefully about your activities outside of the workplace and school, and list the ones that have meant the most to you. These activities should be the ones to which you have devoted the most time and energy and to which you feel you have made the largest contribution. List your most important activities first. Attach a sheet if needed.

NUMBER OF YEARS	ACTIVITY/HONOR/JOB	LEADERSHIP POSITIONS
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Required Short Essay

Because we can't meet all of our applicants personally, please help us get to know you better through the following brief, required essay. Please include your full name and date of birth on the top of the sheet. Please limit your response to approximately 250 words.

Why do you want to complete your degree at Carolina, and how do you believe your degree will influence your professional and personal life?

Optional Additional Information

Is there anything else you would like to share with us regarding your workplace experience, background, or interests? For example, do you have any exceptional talents or passions? Have you experienced personal difficulties or challenges that have affected your academic performance? Please limit your response to approximately 250 words.

All North Carolina Residents MUST fill out both sides of this application.
You must answer all questions on this form — for any inapplicable question, write N/A.

Application Relating to Claimed North Carolina Residence for Tuition Purposes

Omitted information will delay notification, and signatures are required.

North Carolina law (G.S. 116-143.1) requires that "To qualify as a resident for tuition purposes, a person must have established legal residence (domicile) in North Carolina and maintained that legal residence for at least 12 months immediately prior to his or her classification as a resident for tuition purposes." Every student admitted or readmitted to UNC-Chapel Hill must be classified for the term admitted as either a resident or nonresident for tuition purposes prior to enrollment. To be classified as a resident for tuition purposes, you must furnish such evidence as the University may require to enable it to make such classification. If you claim North Carolina residence for tuition purposes, complete this form and return it with your application for admission. Unless you are notified to the contrary in writing, your classification in the University is nonresident for tuition purposes for your proposed term of enrollment.

North Carolina provides certain tuition benefits for spouses of North Carolina residents. If you believe you may qualify for these benefits, please contact the RESIDENCE STATUS COMMITTEE (RSC) office for the special Spousal Residency Information form, a supplemental form to the Application for Residence for Tuition Purposes. Call (919) 962-8291 or email the RSC Coordinator, smanning@email.unc.edu, for the form.

1 Social Security number: _____-_____-_____ (voluntary)

2 Full Name (please print): _____
LAST OR FAMILY   FIRST   MIDDLE   SUFFIX (JR., SR., ETC.)

3 Age:_____ Date of birth: _____ City and state of birth: _____ Citizenship: _____

4 Current address information; I will live here until: _____

Address: _____
STREET ADDRESS OR PO BOX   CITY   STATE   ZIP

Phone: (_____) _____ - _____
AREA CODE

5 When do you claim that you began your legal residence (domicile) in North Carolina? (month and year) _____

6 Father's Name: _____   ❏ Living   ❏ Deceased

7 Mother's Name: _____   ❏ Living   ❏ Deceased

8 If your parents are divorced, in whose custody are/were you?_____ Date of divorce: _____

9 Name of court-appointed legal guardian (if applicable): _____

If you have a court-appointed legal guardian, where (place) _____ and when (date): _____ was the appointment made?

10 ❏ Yes ❏ No   Have you or either of your parents been in active military service within the past two years? If yes, I understand that I must also complete the NC Residency Long Form *(available at www.admissions.unc.edu)* and submit it in addition to this application.

11 Check whether you have attended post-secondary school and/or worked outside of North Carolina: ❏ Attended post-secondary school   ❏ Worked

12 Secondary (high or preparatory) schools you attended in sequence, beginning with current or most recent:

SCHOOL NAME	ADDRESS	FROM (MM/YY)	TO (MM/YY)
A			
B			

13 Are you currently enrolled in college?   ❏ Yes ❏ No   If yes, where? _____

14 Give the permanent home address (street, city, state) of each person listed below. If you, your parents, or your guardian have lived in North Carolina for less than twelve months, you must also complete and submit the North Carolina Residency Long Form. Please download the Long Form from *www.admissions.unc.edu* and submit it with this application.

LENGTH OF TIME LIVED HERE

You: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Father: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Mother: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Guardian: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

If you, your parents, or your guardian had other NC addresses in the past five years, give the following information for those addresses.

LENGTH OF TIME LIVED HERE

You: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Father: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Mother: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Guardian: _____   _____
ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

16 Give the last address outside NC for each person listed below.

You: _____   _____
           ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Father: _____   _____
           ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Mother: _____   _____
           ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

Guardian: _____   _____
           ADDRESS (STREET, CITY, STATE, ZIP)   LIVED HERE FROM (MM/YY)   TO (MM/YY)

17 What is the current employment of each person listed below?

You: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

Father: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

Mother: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

Guardian: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

18 If, in the past five years, you, your parents or your guardian have had jobs other than those listed in your answers to question 17, give the requested information for those jobs below.

You: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

Father: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

Mother: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

Guardian: _____
        EMPLOYER   (CITY,STATE, ZIP)   SINCE   HRS/WEEK

19 Where (which state) and when (month and year) did you complete the following activities during the past three years?

	REGISTERED TO VOTE/VOTED	ACQUIRED/RENEWED DRIVER'S LICENSE	PAID PROPERTY TAX	FILED STATE TAX AS RESIDENT
You:	_____	_____	_____	_____
Father:	_____	_____	_____	_____
Mother:	_____	_____	_____	_____
Guardian:	_____	_____	_____	_____

20 ☐ Yes   ☐ No   Have you applied, at any time, to this or any other UNC-Chapel Hill Admissions Office to be classified for tuition purposes? If "Yes," list each such Admissions Office and the term for which you most recently applied.

Office: _____   Term: _____   Classification given: ☐ Resident   ☐ Non-Resident

We will notify you, by email and on your UNC homepage, if we need additional information.

I hereby acknowledge that completion of item 1 (Social Security number) is voluntary, is requested by the institution solely for administrative convenience and record-keeping accuracy, and is requested only to provide a personal identifier for the internal records of this institution.

I hereby certify that all information I have set forth herein is true to the best of my knowledge, pursuant to my reasonable inquiry where needed. I hereby acknowledge that the institution may verify the information set forth herein from sources accessible under law to the institution but that the institution may divulge the contents of this application only as permitted under the Family Educational Rights and Privacy Act of 1974 if I am, or have been, in attendance at this institution.

_____   _____   _____
SIGNATURE OF APPLICANT   PRINT NAME   DATE

_____   _____   _____
SIGNATURE OF PARENT OR GUARDIAN   PRINT NAME   DATE
(IF APPLICANT IS UNDER 18)

THE UNIVERSITY OF NORTH CAROLINA AT CHAPEL HILL