

## 2 Admission to the College

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The Admissions Office at Hunter College recommends that all prospective students meet with an admissions counselor to discuss their educational goals and opportunities at Hunter. Prospective students are also strongly encouraged to visit the campus. Campus tours originate from the College Welcome Center, Room 100 HN, most Fridays at 3 p.m. throughout the year.

Students who apply to Hunter College must file the CUNY undergraduate application, which is available from New York State high school guidance offices, CUNY community colleges, and the Welcome Center at Hunter College. Applicants are notified by CUNY's University Application Processing Center (UAPC) if additional information is necessary for the College to make an admission decision.

Freshmen are encouraged to apply by January 15 for the fall semester and October 15 for the spring semester. Transfer students should apply by March 15 for the fall semester and by November 1 for the spring semester. There is no official closing deadline for applications. Applications are accepted and qualified applicants are offered admission throughout the year, space permitting. However, students should apply as early as possible to guarantee full consideration for admission and scholarship aid.

We invite all freshmen applicants to file the supplemental information form. This form will provide the Office of Admissions additional information about a student's interest, talents, and extracurricular activities.

Inquiries and questions can be addressed to:

**Hunter College**  
College Welcome Center      or      Office of Admissions  
Room 100, North Bldg.,      Room 203, North Bldg.,  
695 Park Avenue, New York, NY 10021  
772-4490

Additional information is available on the Admissions Office Web site: [admission@hunter.cuny.edu](mailto:admission@hunter.cuny.edu).

### Freshman Admission

Freshman admission to Hunter College is competitive. Applicants are considered for admission on the basis of the overall strength of their academic preparation, which includes SAT/ACT scores, high school academic average, the number of academic subjects, and the distribution of those courses. A diploma from an accredited high school, an equivalency diploma, or a United States Armed Forces diploma is also required for entrance to the College. Neither a high school certificate nor an IEP diploma is acceptable.

**Academic Preparation** The best preparation for success at Hunter College is a full program of college-preparatory courses. The College recommends four years of English, four years of social studies, three years of mathematics, two years of foreign language, two years of laboratory science, and one year of performing or visual arts.

In addition to providing a strong foundation for college-level coursework, the program recommended above fulfills the 16 units of high school work in academic courses required for admission to a CUNY senior college under the **College Preparatory Initiative (CPI)**. High school students should check with guidance counselors to determine which courses are considered to be academic within the English, mathematics, science, social science, foreign language and fine and performing arts curricula.

**Advanced Placement and College-level Courses** Students who have had an Advanced Placement (AP) course in secondary school and who pass the Advanced Placement Tests of the College Entrance Examination Board with grades of 5 or 4 (high honors or honors) are exempt from taking a corresponding course or equivalent requirement at Hunter. Those who are similarly prepared but whose scores are 3 (credit) may also be exempt from a corresponding course at Hunter, provided the appropriate Hunter department so recommends.

A maximum of 30 credits can be awarded by examination through the following programs; College Entrance Examination Board Advanced Placement (AP), College-level Examination Program (CLEP) and Regents College Examinations (RCE). Certain academic departments may have restrictions on the award of credits by examination. Check with the department and see the Office of Admissions Web site for additional information.

Students who have completed college-level coursework offered by an accredited senior or community college while in high school will receive credit for courses in which grades of C or better are earned. Official college transcripts must be submitted to the Office of Admissions for credit to be awarded.

### Special Admissions Programs and Categories for Freshmen

**CUNY Honors College at Hunter College** The Hunter Honors College program attracts students with outstanding academic records who seek intellectual challenges in a supportive environment. Students apply to the City University Honors College, using a form available from their high school counselor or from The City University of New York's Application Processing Center (UAPC). Students who apply to enter Hunter's Honors College Program must also apply to The City University of New York, indicating Hunter College as their first choice school.

A student must enter the Honors College as a first semester freshman, and may seek either Early Decision (application by November 1) or regular decision (application by December 1). For more information on the Hunter Honors College, see *Special Academic Programs* in Section 6 of this catalog, or call the Honors Office, Room 140 North Building, at 772-4128.

**Hunter Honors Scholars Program (HHSP)** The Hunter Honors Scholars Program (HHSP) is open to students with outstanding academic records who have not yet attained 45 credits. Unlike the Hunter Honors College program, HHSP is open to transfer students as well as part-time students. Students applying to the program as freshmen will be considered for this competitive program based on their high school academic average as well as their scores on the SAT and Regents tests. Students with college credits will be evaluated on their cumulative GPA. Students may be admitted provisionally with an index of 3.25 but will be expected to achieve an index of 3.5.

Students interested in HHSP should contact the Honors Office, Room 140 North Building, at 650-3556.

**Early Admission** Students with superior high school records may apply for admission to the College upon completion of the third year of high school. An interview with the Admissions Committee is required, as well as a high school average of at least 90%, minimum SAT scores of 600 verbal and 600 math, and three high school recommendations. Students are admitted only in the fall semester. Applications must be filed directly with the Hunter Admissions Office before April 1.

**ESL (English as a Second Language) designation** Students whose secondary school education includes at least one year in a high school where a language other than English is the primary language of instruction are designated as ESL students. ESL students who are admitted to Hunter may be permitted to register even if they received failing scores on the CUNY skills assessment tests in reading and/or writing. (A passing score on the CUNY Math Assessment Test (CMAT) is required for ESL designation.) These students are tested for placement in appropriate remedial courses and receive special advisement regarding program planning. ESL students may take remedial courses for two semesters, and are permitted to enroll at Hunter for an additional two semesters before being required to pass. Additional information about placement and program planning for ESL students is available at the Office of Student Services.

**SEEK Program** (Search for Education, Elevation, and Knowledge) admits a limited number of educationally and economically disadvantaged students who do not meet the standard admission

criteria. This program provides intensive academic services and a stipend for educational expenses to those students who exhibit extreme need. Students apply for entry to the SEEK Program through CUNY Admissions. See the Financial Aid section for additional information on requirements for admission to the SEEK Program.

*Note: For information about admission to special academic programs for continuing students, including programs in the Schools of the Health Professions, QUEST (School of Education) and the Thomas Hunter Honors program, see the appropriate school and department/program listing in Section 6 of this catalog.*

### Transfer (Advanced Standing) Admission

Students who attended a regionally accredited college or university after graduation from high school must file a CUNY Transfer (Advanced Standing) application. Transfer applicants are considered for admission with advanced standing if they meet the following minimum criteria (with the exception of the School of Nursing and the School of Health Sciences):

Number of Credits Earned (i.e., credits completed at time of application)	Admission Requirement
0 - 13.9	Applicants must satisfy freshman admission criteria and present a cumulative college grade point average of at least 2.0
14 - 23.9	Applicants must satisfy freshman admission criteria and present a cumulative college grade point average of at least 2.0, or  A cumulative grade point average of 2.5 regardless of high school academic average.
24 or more credits	A cumulative grade point average of at least 2.0

*Nondegree students who are in attendance at Hunter College as well as those who were previously enrolled, in addition to meeting the above stated criteria, must have had a minimum grade point average of 2.0 in their Hunter coursework.*

Transfer admissions decisions and determinations of advanced standing are made by the Hunter College Admissions Office on the basis of work done as a matriculated student at regionally accredited two- and four-year colleges and universities. Post-secondary coursework taken in other countries is evaluated for transfer credit by the International Student Advisor in the Office of Student Services. Only courses in which a student has earned a grade of C or better (D from CUNY colleges) can be accepted for transfer. Transfer credit will not be granted for any remedial, developmental, or ESL courses.

Transfer students from CUNY community colleges who have earned an AA or AS degree are admitted to the College, awarded junior status and considered to have satisfied core course requirements. However, depending upon the major selected at Hunter, some students may need more than 60 additional credits in order to complete Hunter's bachelor's degree requirements. Transfer students from CUNY colleges who have not earned a two-year associate degree and transfer students from non-CUNY colleges are awarded credit for previous work on a course-by-course basis. All transfer students, including those entering with CUNY AA and AS

degrees, must fulfill the College's foreign language and Pluralism and Diversity requirements.

The maximum total number of credits that may be transferred from other accredited four-year institutions to Hunter College is 90. There is a 70-credit limit on the number of credits that may be transferred from two-year institutions.

Applicants are required to report and provide transcripts for all previous college coursework. Failure to do so may result in the denial of all transfer credit and suspension from Hunter.

## International Students

Admission of international students is based on three factors: academic record, English proficiency, and the guarantee of sufficient financial resources to meet the cost of attendance. For purposes of admission, an international student is defined as an applicant who currently holds a student (F-1) or exchange visitor (J-1) visa or seeks such visa status upon enrollment. The United States Immigration and Naturalization Service requires documentation of financial support before approving the issuance of a visa.

International applicants whose primary language is not English must demonstrate a firm command of the English language by scoring a minimum of 500 on the TOEFL. No provisional admission is offered whereby a student may come to the College and spend a semester or year learning English.

Applicants are responsible for the payment of all tuition and fees at the time of registration. Hunter College does not provide financial assistance to international students; they must be in a position to finance tuition, fees, room and board, insurance, books and incidental expenses. The estimated cost is \$18,000 to \$20,000 per year and is subject to change. Hunter College does not make housing arrangements for students; it is essential that students be prepared to make their own housing arrangements upon arrival.

For more information, contact the International Students Office, Hunter College, 695 Park Avenue, Room 1109 E, New York, NY 10021; telephone: 772-4864; e-mail: internationalstudent.ser@hunter.cuny.edu.

Policies governing the Office of Admissions and the International Students Office are based on policies and practices recommended by NAFA, AACRAO, and other educational organizations.

## Part-time Students

Each semester nearly 5,600 part-time undergraduate students attend Hunter College. These students vary widely in age, interests, background and educational goals. Part-time students can enroll in most degree programs offered. Certain programs, however, require daytime attendance or periods of full-time attendance, such as those involving internships, student teaching and work outside the College.

Part-time students can be either degree candidates or nondegree students. To enroll as a part-time student contact the Hunter College Welcome Center for an appropriate application. The CUNY Undergraduate Degree Application must be filed by those seeking degree status, while those seeking nondegree status need to file the Hunter College Application for Nondegree Admission.

**Nondegree Students** Students who are not interested in earning a degree but wish to enroll in courses relating to career advancement, preparation for graduate school or other special interests

may be admitted as nondegree students. All students wishing to enroll at Hunter in a nondegree status must obtain an application for nondegree admission from the College Welcome Center, Room 100 Hunter North. This application, along with verification of at least a high school diploma or 24 earned college credits, must be submitted to the Office of Admissions. (See back of the nondegree application for further information.) A nondegree admission fee of \$40 will be charged at the student's first registration. Nondegree students may register for any course for which space is available at the time of registration, *provided they have met the prerequisites and have taken and passed applicable placement exams.* (Check with the appropriate departments for more information concerning prerequisites and placement exams.) Such students: (1) are permitted to attempt up to 12 credit hours before they are required to take the CUNY Skills Assessment Test(s), and, providing they pass all parts of the test(s), must (2) either matriculate or leave the college when they have attempted 24 credits. Courses in which the student receives a grade of "W" do not count toward the 12- or 24-credit limitations. Students are permitted to take the CUNY Skills Assessment Test(s) at any time before the 12-credit limit. Generally, all parts of the Skills Assessment Test(s) must be taken, with the understanding that failing any part of the test(s) means the student cannot register for any further courses at Hunter College until all parts are successfully completed. (For student options in this case, see below.)

For students who have failed any part of the CUNY Skills Assessment Tests, and consequently cannot enroll at Hunter in a nondegree or matriculated status, remediation is available at CUNY community colleges. Generally, students must matriculate at these colleges before they can take the appropriate remedial courses. Upon completing the relevant courses, students may apply for readmission to Hunter. Baccalaureate, master's, or doctoral degree holders (from a college or university accredited by a regional U.S. accrediting association) are exempt from testing and the 24-credit limit, provided proof of the degree is submitted along with their application for admission.

Credits earned as a nondegree student are transferable into a degree program at Hunter and are generally accepted at other accredited colleges. Applications for all categories of nondegree students must be filed by May 1 for summer, July 1 for fall, and December 1 for spring.

**Visiting Students** Students in attendance at other than CUNY colleges who wish to take courses at Hunter College may enroll as visiting students. Visiting students attend Hunter in a nondegree classification and are subject to the same rules and regulations. Along with the Application for Nondegree Admission, visiting students must present to the Office of Admissions a college transcript indicating the completion of at least 24 academic credits.

**Permit Students from CUNY Colleges** Students in degree attendance at other CUNY colleges who wish to take courses "on permit" at Hunter College may enroll as nondegree visiting students. An approved permit must be obtained from the Registrar of the home college and submitted to the Hunter College (host college) Registrar in the OASIS, Room 217 North Building.

**Senior Citizens** If you are 60 years of age or older and are a resident of New York state, you may audit undergraduate courses at Hunter College on a tuition-free, space-available basis.

Auditors receive neither grades nor academic credit for their courses. Individuals enrolling under this program pay fees totaling \$70 each semester. Along with verification of having attained the age of 60, and New York State residency, applicants must file the Undergraduate Nondegree Application to be considered for this program. Individuals over the age of 60 who do not wish to audit their courses may receive academic credit provided the appropriate tuition is paid.

**High School Students** High school students may register as non-degree students while continuing their high school studies with the written approval of their high school principal. Under the *College Now* program, a limited number of students from Hunter's *College Now* partner high schools are offered the opportunity to enroll in courses tuition-free upon the recommendation of their guidance counselor. High school students must meet CUNY proficiency standards to be considered for course enrollment.

## Readmission

Students who have previously attended Hunter College may apply for readmission to their former status. These applicants should apply for readmission to the College well in advance of the semester for which they wish to return. Priority consideration will be given to applications filed prior to September 15 for spring admission and April 15 for summer and fall admission. Applications filed after these dates will be considered on a space-available basis.

Applications for degree and nondegree readmission are available at the College Welcome Center.

Students in good academic standing are routinely readmitted to the College, whereas students who were dismissed for academic reasons or who left with a grade point average below 2.0 are considered for readmission on a probationary basis. Readmission on probation is predicated on an academic contract established by the Office of Student Services after reviewing the applicant's records.

SEEK students who have not been in attendance for four or more semesters and/or have been in the program for 10 semesters will not be readmitted to SEEK. Students who do not wish to return to SEEK must receive a release from the director of the SEEK program.

## Enrollment Requirements

### IMMUNIZATION REQUIREMENTS

Prior to registering for their first semester of courses at Hunter, all students born on or after January 1, 1957, must submit proof of immunity from measles, mumps, and rubella with the Hunter College Medical Office. The College offers vaccination clinics intermittently during the registration period for students who cannot produce evidence of previous vaccination. Information regarding this State regulation or regarding the immunization clinic schedule may be obtained by calling the Medical Office at 772-4800.

### TESTING REQUIREMENTS

#### Basic Skills Assessment Tests

##### Degree Students

Students admitted to Hunter College with fewer than 45 credits must demonstrate mastery in the basic skills of reading, writing

and mathematics through successful completion of the CUNY Skills Assessment Tests before registering for their first semester of coursework.

Students may demonstrate basic skills mastery by meeting the score criteria indicated below:

Reading and Writing Test	Minimum Score
SAT (Verbal)	480
<b>or</b> English (ELA) Regents	75

Mathematics Test	Minimum Score
SAT (Mathematics)	480
<b>or</b> Math Regents (Sequential 2, 3 or A)	75

Students who cannot demonstrate mastery by meeting the above criteria must take the appropriate basic skills assessment test(s). Notification will be sent by mail to students who need to take a skills assessment test. Students who fail to demonstrate mastery on the skills assessment test(s) will be counseled about an appropriate placement or course of action. Students admitted to the SEEK (Search for Education, Elevation and Knowledge) program or placed in ESL (English as a Second Language) courses will receive special advisement about their proper placement.

Students transferring to Hunter with 45 or more credits earned at regionally accredited non-CUNY colleges are exempt from demonstrating basic skills mastery. Additionally, students who possess a previously earned bachelor's degree from an accredited U.S. college are also exempt from this requirement.

#### Nondegree Students

Nondegree students may attempt up to 12 credits without taking the CUNY Skills Assessment Tests, unless a placement test is required for a particular course. However, the test is required once 12 credits have been attempted, unless a student is exempt based on the same score criteria set forth above for degree students. Students who fail to demonstrate basic skills mastery will not be permitted to register for coursework beyond 12 credits. Nondegree students who take and fail any part of the CUNY Skills Assessment Tests before reaching the 12-credit limit will not be permitted to enroll in additional courses at Hunter until they have met proficiency requirements at a CUNY community college.

#### Mathematics Placement Test

The Mathematics Placement Test is designed to measure a student's knowledge of intermediate algebra, trigonometry and pre-calculus. Placement into mathematics courses is based on the results of the Mathematics Placement Test. Many major areas of study require a mathematics course for which the Mathematics Placement Test is needed. Students are encouraged to take the test before registering for their first semester of coursework. Students who have questions about whether this test is required for their intended course of study should see an advisor in the Office of Student Services.

To schedule an appointment to take the Mathematics Placement Test, visit the Testing Center, 150 North Building, or call 772-4898. Sample questions may be viewed on the Testing Center Web site: <http://admissions.hunter.cuny.edu/Testing/Testing.htm>.

#### CUNY Proficiency Examination (CPE)

See *Program of Study* in Section 6 of this catalog for more information about the CPE.