UNDERGRADUATE APPLICATION FOR ADMISSIONS

Office of Admissions
Castleton University
86 Seminary Street
Castleton, Vermont 05735
1-800-639-8521
802-468-1213
fax: 802-468-1476
www.castleton.edu

2021-2022
Online applications are welcome
www.castleton.edu/apply

Castleton is a member of the Common App
ACADEMIC REQUIREMENTS
We require that candidates include the following college preparatory courses in their high school programs:
• 4 years of English
• 3 years of math
• 3-4 years of social science
• 2-3 years of laboratory science
• 2 years of a foreign language (recommended)
We urge all applicants to visit the campus. Applicants who do not meet the normal admissions requirements may be admitted on a conditional status. Interviews are not required but may provide the Admissions Committee with essential information in some circumstances. Candidates are notified of an admissions decision as soon as their checklists are complete. (Refer to applicant checklist.)

TESTING OPTIONAL
All first-year candidates for admission have the option to submit either the Scholastic Aptitude Test (SAT) or the American College Test (ACT). Testing is also an option for transfer applicants with less than 18 college credits. The College Entrance Examination Board (CEEB) Code for Castleton University is 3765. Testing is required if English is not your first language; students can select from TOEFL, IELTS, PTE, SAT, or ACT.

APPLICATION DEADLINE
Applications are accepted for either the fall or spring semester. Castleton's policy of “rolling admissions” means that we process applications throughout the year until we determine that we have filled our class for each semester. We reserve the right to close admission once the class is filled.

Please note: Federal financial aid priority deadline is April 1. Visit www.castleton.edu/financialaid for information. Our federal school code number is 003683.

ADMISSION DEPOSIT
To reserve your place, accepted students must remit a non-refundable deposit of $200 on or before May 1 for the fall semester and December 1 for the spring semester. After these dates, deposits will be accepted on a space-available basis. The deposit is credited toward the first semester’s bill.

FIRST YEAR APPLICANT CHECKLIST
If you have not attended college previously, or attended some college prior to high school graduation, please submit:
___ Completed application (please print clearly).
___ Personal Statement/Essay (refer to page 5)
___ $40 application fee made payable to Castleton University
___ Official high school transcript, or official scores from a high school equivalency exam (G.E.D.)
___ Senior year first marking period grades
___ Current letter of recommendation
___ SAT or ACT results are optional

TRANSFER APPLICANT CHECKLIST
If you have previously enrolled in college-level course work after high school graduation, please submit:
___ Completed application (please print clearly)
___ Personal Statement/Essay (refer to page 5)
___ $40 application fee made payable to Castleton University
___ Official transcript(s) from all colleges attended
___ An official high school transcript, if you have earned 18 or less college credits.
___ Current letter of recommendation
___ Optional SAT or ACT results if you have earned 18 or less college credits.

A minimum cumulative grade point average of a 2.0 on a 4.0 scale is required in order to be considered for admission. Credit may be considered for transfer for courses completed with a grade of “C-” or better at other accredited institutions if they fulfill Castleton requirements.

Please see the academic catalog transfer credit policies.

* Students transferring from other Vermont State Colleges (Community College of Vermont, Northern Vermont University, Vermont Technical College) are waived from the application fee.

NON-TRADITIONAL/ADULT APPLICANT CHECKLIST
If you have been away from formal education three or more years and have never attended any college, please complete the following:
___ Completed application (please print clearly)
___ Essay (refer to page 4)
___ $40 application fee made payable to Castleton University
___ Official high school transcript, or official scores from a high school equivalency exam (G.E.D.)
___ Current letter of recommendation from employer or person who is familiar with your motivation and work habits

APPLICATION INFORMATION
If you have academic records under another name, please indicate ____________________________

Legal name ____________________________ Last Name ____________________________ First Name/Given Name ____________________________ Middle ____________________________ Suffix ____________________________

Permanent address ____________________________ City ____________________________ State/Province ____________________________ Zip code ____________________________ Country ____________________________

Mailing address (if different from above) ____________________________ City ____________________________ State/Province ____________________________ Zip code ____________________________ Country ____________________________

Social security number (U.S.) ____________________________ Date of birth ______/______/______

Sex assigned at birth: Male _____ Female _____ I identify as ____________________________ State of legal residence ____________________________

Are you a U.S. citizen? Yes _____ No _____ (If no, country of citizenship) ____________________________ Country of birth ____________________________

Are you a resident alien? Yes _____ No _____ Primary language spoken at home, other than English ____________________________

Phone (home) ____________________________ Phone (work) ____________________________ (Mobile) ____________________________

Applicant email ____________________________ May we text you? Yes _____ No _____

BIOGRAPHICAL INFORMATION

If you have academic records under another name, please indicate ____________________________

Legal name ____________________________ Last Name ____________________________ First Name/Given Name ____________________________ Middle ____________________________ Suffix ____________________________

Permanent address ____________________________ City ____________________________ State/Province ____________________________ Zip code ____________________________ Country ____________________________

Mailing address (if different from above) ____________________________ City ____________________________ State/Province ____________________________ Zip code ____________________________ Country ____________________________

Social security number (U.S.) ____________________________ Date of birth ______/______/______

Sex assigned at birth: Male _____ Female _____ I identify as ____________________________ State of legal residence ____________________________

Are you a U.S. citizen? Yes _____ No _____ (If no, country of citizenship) ____________________________ Country of birth ____________________________

Are you a resident alien? Yes _____ No _____ Primary language spoken at home, other than English ____________________________

Phone (home) ____________________________ Phone (work) ____________________________ (Mobile) ____________________________

Applicant email ____________________________ May we text you? Yes _____ No _____

A Note on the Collection of Racial and Ethnic Information: Colleges and Universities are asked by many, including the federal government, accrediting associations, college guides, newspapers, and our own college community, to describe the racial/ethnic backgrounds of our students and employees. In order to respond accurately to these requests, we ask that you provide us with the following information. Please answer both questions:

1) Are you Hispanic/Latino? Yes _____ No _____

2) Select one or more from the following to describe your racial background: American Indian/Alaskan Native _____ Asian _____ Black or African American _____ Native Hawaiian or Pacific Islander _____ White _____

PROGRAM INFORMATION: I plan to attend: Fall 20 _____ (classes start August 2022) Spring 20 _____ (classes start January 2022)

Degree Programs: Please indicate from this list the program which is your first choice. This is not a declaration of major; it is for our planning purposes only.

Note: For education licensure (teaching) applicants, a Liberal Arts or Science major must be selected in addition to the education licensure program.

BACHELOR DEGREES

— Accounting
— Archaeology, Geography & Applied Anthropology
— Art - Art Education
— Art - Art History
— Art - Photography
— Art - Studio Art
— Athletic Training (MSAT, Pre-AT/B.S. Health Science)
— Biology
— Biology - Ecology and Evolutionary Biology
— Biology - Molecular Biology and Biomedicine
— Chemistry
— Computer Information Systems - Business
— Criminal Justice
— Ecological Studies
— Education - Early Childhood and Special Education
— Education - Elementary Education
— Education - Secondary Education
— English
— Environmental Science
— Environmental Studies
— Exercise and Sports Science
— Forensic Psychology
— Global Studies

— Graphic Design
— Health Promotion
— Health Promotion - Community Health
— Health Promotion - School Health
— Health Science
— History
— Management
— Marketing
— Mathematics
— Mathematics - Elementary Education
— Mathematics - Secondary Education
— Media and Communication - Digital Media
— Media and Communication - Journalism
— Media and Communication - Media Studies
— Media and Communication - Public Relations
— Media and Communication - Video/Film Production
— Multidisciplinary Studies
— Music - General
— Music - General Studies
— Music - General Studies
— Music - General Music - Musical Theater
— Music - Performance (audition required)
— Music Education (audition required)
— Nursing (Fall start term only)
— Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Activity Promotion
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education
— Physical Education - Health and Physical Education - Elementary/Secondary Education

ASSOCIATE DEGREES

— Business
— Criminal Justice
— General Studies
— Media and Communication

EDUCATION TEACHER LICENSURE PROGRAMS

Students must complete one of the education programs offered by the college as well as one of the liberal arts and science majors approved for that program.

— Early Childhood and Special Education
— Elementary Education (Art: Art Education, Health Promotion: School Health, Elementary Education / Mathematics, Multidisciplinary Studies, Music Education (audition required), Physical Education: Elementary/Secondary Education)
Application type: _____ First year (first time attending post-secondary institution) _____ Transfer (have post-secondary college credits/coursework)  
_____ Re-admission (have previously attended Castleton)  _____ Transfer (most recent college within the VSCS)  
_____ Early College Program (High school senior year for Vermont residents, supplement required)  
I plan to attend: _____ Full-time  _____ Part-time; Will you be applying for financial aid? Yes _____  No _____  
Will you be receiving veteran's benefits? Yes _____  No _____ United States Armed Forces Status ________________________
Anticipated status at the time you enroll ______________________ Branch ______________________
If you are a Vermont resident, have you maintained legal residence in Vermont for the last 12 months? Yes _____  No _____  
How did you learn about Castleton University?  ____Admissions rep.  ____Alumnus/alumna  ____Castleton student  ____Coach  ____College fair  
____Employer  ____Family member  ____Guidance counselor  ____Newspaper  ____Other  ____Publication  ____Teacher  ____TV/radio  ____Website  
Please identify by name __________________________ Have you visited Castleton? Yes _____  No _____  
Names of relatives who have or are currently attending Castleton University ______________________________________________________________
Other colleges to which you plan on applying  ______________________________________________________________

EDUCATIONAL INFORMATION
List all high schools attended with most current institution first.
Name of high school                Address (city, state, zip)            High School CEEB #
________________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________________
Did you or will you graduate from high school? Yes _____  No _____  If yes, date of graduation ______/______/______
If not, do you hold a high school equivalency (GED)? Yes _____  No _____  If yes, date of completion ______/______/______
School counselor's name __________________________________________ Telephone (include extension) ______________________
List any high school academic credentials (honors, principal's list, etc) and year(s) awarded ______________________________________________________
________________________________________________________________________________________________________________________________
________________________________________________________________________________________________________________________________
Have you taken:  
_____ ACT       Date taken ______/_____/______ or date scheduled ______/_____/______
_____ SAT       Date taken ______/_____/______ or date scheduled ______/_____/______
_____ English proficiency (TOEFL, IELTS or PTE) Date taken ______/_____/______ Date taken ______/_____/______ or date scheduled ______/_____/______
List all colleges attended with most recent institution first.
Name of college                  City and state                  Dates of attendance            Credits earned             Degree earned      Cumulative GPA
________________________________________________________________________________________________________________________________
List all college courses currently in progress (including high school dual enrollment) ______________________________________________________
List any college academic credentials (honors, dean's list, etc.) and year(s) awarded ______________________________________________________

EXTRA CURRICULAR AND ATHLETIC ACTIVITIES
We encourage you to submit a resume. Please list extra curricular, community service, and/or volunteer activities in which you've been involved.
Are you interested in participating in varsity sports at Castleton? Yes _____  No _____  If yes, please indicate below.

WOMENS:  
_____Alpine Skiing  
_____Basketball  
_____Cross Country  
_____Field Hockey  
_____Ice Hockey  
_____Lacrosse  
_____Nordic Skiing  

MENS:  
_____Alpine Skiing  
_____Baseball  
_____Basketball  
_____Cross Country  
_____Football  
_____Golf  
_____Ice Hockey  

Lacrosse  
Nordic Skiing  
Soccer  
Tennis  
Track and Field  
Wrestling
WORK HISTORY
List your recent employment history. (Employer, position, city/state, dates started/completed)

__________________________________________________________________________________________________________________________________
__________________________________________________________________________________________________________________________________

PARENT/GUARDIAN INFORMATION
Father/Parent ________________________________________________ Mother/Parent _________________________________________________________
Address _____________________________________________________ Address (if same write “same”) ____________________________________________
Date of birth _______________________________________________ Date of birth __________________________________________________________
Telephone number __________________________________________ Telephone number ______________________________________________________
If approved to contact: Father/parent email ___________________________ If approved to contact: Mother/parent email _________________________
Profession/occupation _______________________________________ Profession/occupation ___________________________________________________
Father/parent employer ______________________________________ Mother/parent employer _____________________________________________
The following questions are asked to determine whether or not you are a first generation college student. This information is not considered during the admissions process.

What is your first parent's highest level of education?
- _____ Did not complete high school
- _____ High School diploma or GED
- _____ Some college
- _____ Associate's degree
- _____ Bachelor's degree
- _____ Graduate degree
- _____ Other

Name of college attended and degree, if applicable

What is your second parent's highest level of education?
- _____ Did not complete high school
- _____ High School diploma or GED
- _____ Some college
- _____ Associate's degree
- _____ Bachelor's degree
- _____ Graduate degree
- _____ Other

Name of college attended and degree, if applicable

Did you live with both parents until you were 18? Yes _____ No _____ If you did not live with both parents, with which parent did you live?
Father _____ Mother _____ Split time equally between both _____ Neither _____

HOUSING
It is a condition of admission that all new students who do not commute from home must live in the residence halls and participate in a university meal plan as first and second-year students. Please check one:
- _____ I will be living on campus
- _____ I will be commuting from my parents’ home/my home
- _____ If I can receive permission to do so, I would like to live off campus. Enclosed is a letter requesting permission and detailing my reasons.
PERSONAL STATEMENT/ESSAY QUESTION

The essay must be at least 250 words. It is an important part of your application to Castleton and helps us to evaluate your motivation and potential for university-level work beyond grades and standardized tests. Please type on a separate sheet of paper and be sure to include your full name and date of birth.

FIRST YEAR STUDENTS

We encourage you to submit a statement/essay on the topic of your choice. You are welcome to use the following suggestions:

• Discuss your motivation for pursuing university-level study, addressing your personal interests and career goals.
• Describe an independent study, community service project, internship, or project that you have completed or are pursuing during your high school career. In addition to describing your topic, explain the process, what you found most challenging, and if you hope to pursue any aspects of this project at the college level.

TRANSFER STUDENTS

Discuss your learning experiences at your current or most recent college or university. Explain how Castleton fits into your academic and future goals.

NON-TRADITIONAL/ADULT STUDENTS

Discuss your personal and professional achievements, current academic needs, and future goals.

NON-DISCRIMINATION, EQUAL OPPORTUNITY AND AFFIRMATIVE ACTION

Every member of Castleton University should work to ensure non-discriminatory processes and practices with faculty, staff, and students.

Qualified students are recruited for, admitted to, and participate in all college programs without discrimination on the basis of race, color, sex, sexual orientation, religion, creed, national origin, age, veteran status, or disability. The college will provide reasonable accommodations to create equal opportunity for students with known disabilities.

Faculty, administrators, and staff are employed without discrimination on the basis of race, color, sex, sexual orientation, religion, creed, national origin, age, veteran status, or disability unrelated to job requirements. The college will make reasonable accommodations to the known disability of an otherwise qualified applicant or employee. Additionally, the college will engage in affirmative efforts to recruit, admit, and support students, and to recruit, employ, and support employees, in order to achieve the diversity which advances the educational mission.

Castleton University complies with State and Federal Laws related to equal opportunity and non-discrimination. Any questions or complaints about potential or perceived discrimination in violation of any State or Federal Law should be directed to Janet Hazelton, Equal Opportunity Officer, Campus Center, (802) 468-1208; or the Vermont State Colleges Office of the Chancellor in Montpelier; or the Vermont Office of the Attorney General; or the Equal Opportunity Employment Commission in Washington, D.C.

Please contact Janet Hazelton, Equal Opportunity Officer, if auxiliary aid or service is needed to apply for admission or employment.

STUDENT RIGHT-TO-KNOW/CAMPUS CRIME

The United States Department of Education requires colleges and universities to make available annual statistics on our student’s continuation and graduation rates. Contact the Admissions or Communications offices for this information. Additionally, Castleton’s annual security report provides information about the operation of the University’s Public Safety Department; university safety and security, alcohol and drug, and sexual assault policies; and campus crime statistics for a variety of crimes including murder, manslaughter, sex offenses, robbery, burglary, and motor vehicle theft, along with information regarding on-campus alcohol, drug, and weapons violations. The report is available on the university’s web site.

ETHNICITY

Hispanic or Latino: A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race.
American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America (including Central America) who maintains cultural identification through tribal affiliation or community attachment. Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian Subcontinent, including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam. Black or African American: A person having origins in any of the black racial groups of Africa. Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands. White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa.
I HEREBY DECLARE

I understand that, if admitted, I will be required to submit a completed health form including a record of immunizations as required by Vermont State Statute, in order to register for classes.

I understand that Castleton University may wish to provide public notice of certain student accomplishments and/or to use photographs of students for publication in various types of university promotional media. I do hereby give my permission to Castleton University to provide public notice of my accomplishments as it may feel appropriate, and/or to use my photograph, without compensation, in published promotional material.

If you do not grant permission, please attach a signed letter requesting us to withhold public use of name and photo. Not attaching a note signifies acceptance.

Credits earned at the Vermont State Colleges are transferable to other colleges or universities only at the discretion of the receiving institution.

The Vermont State College System maintains a single student information system. Information and documentation provided by an applicant or a student, including high school and college transcripts, may be shared with any of the Vermont State Colleges to which an applicant or student applies or otherwise directs the information to be sent, or as may otherwise be permitted by law. In consideration of the undertaking by the Admissions Office to process this form, the undersigned agree that the information furnished on this application for admission form, together with all information and materials of any kind received by the Admissions Office from any source, or prepared by anyone at its request, shall be completely confidential and shall not be disclosed except as provided by PL 93-380 “Family Rights and Privacy Act.”

The documentation and application will be evaluated by the Admissions Office(s) in receipt of the application(s). If you are a student at one Vermont State College (Community College of Vermont, Castleton University, Johnson State College, Lyndon State College, Vermont Technical College) and are applying at another VSCS college, your official transcript will be reviewed electronically by the Admissions Office at the VSCS college to which you are applying. I understand that withholding information requested in this application or giving false information may make me ineligible for admission to or continuation at a Vermont State Colleges institution. I certify that the above statements are correct and complete.

The information submitted on this form is true and correct to the best of my knowledge. I understand that withholding information requested in this application or giving false information may make me ineligible for admission to or continuation in Castleton University. With this in mind, I certify that the above statements are correct and complete.

Applicant’s Signature ___________________________________________ Date ______________

Parent’s/Guardian’s Signature (If applicant is under 18 years of age) ___________________________________________ Date ______________

Please enclose a $40 application fee, payable by check or money order to Castleton University.

Castleton University

CASTLETON.EDU/ADMISSIONS | 800-639-8621