Florida A&M University
Undergraduate Admission Term Change Application

ADMISSION APPLICATION PROCEDURES (Please read in full.)

This is the form you will use to apply for undergraduate admission to Florida A&M University. Florida A&M University encourages applications from qualified students regardless of color, race, religion, national origin, gender, disability, veteran status, or marital status.

We encourage you to submit your application online. You may do so by visiting our website at www.famu.edu. Please be sure to type or print in black ink and to complete each item, as incomplete forms cannot be processed.

1. Application for Admission
   • Please attach your $15 cashier’s check or money order (U.S. currency: do not send cash or personal checks), made payable to Florida A&M University. Your application will be returned if it is not included. This is a nonrefundable application fee.
   • FAMU accepts ACT, SAT, or NACAC application fee waivers from First-time-in-college applicants ONLY.
   • Applications for admission will not be processed more than one year in advance of the date for which entrance is sought.
   • Answer all questions completely and accurately.
   • Priority deadline dates for admission are as follows.
     Fall Term ................................................................. May 1st
     Spring Term .............................................................. November 1st
     Summer Term .............................................................. March 1st
     • Freshman applicants should submit two letters of recommendation from a high school teacher, counselor or principal.

2. Official Transcripts
   Transcripts must be sent to the Office of Admissions and Recruitment at the following address.
   Florida A&M University, Office of Admissions and Recruitment, 1735 Wahnish Way, CASS Building, Suite 207, Tallahassee, Florida 32310
   Request that your current name and Social Security Number be added to the transcript if necessary. All transcripts and test scores become the sole property of the university.
   • If you are a beginning freshman or transfer applicant with less than 60 semester hours of transferable academic credit, ask your high school to forward your official high school record.
   • If you have attempted any coursework either as dual enrollment in high school or following high school, ask each school to forward an official transcript of your academic record. Transcripts must be mailed directly from the institution or forwarded electronically.
     • Completers of high school by GED must provide an official copy of test scores (as well as a partial high school transcript).
     • Transfer students who completed two years of the same foreign language in high school must submit official high school transcripts.

3. Admission Test Scores
   It is your responsibility to make the necessary arrangements to take the appropriate tests. Contact your school counseling office for more information.
   • ACT or Redesigned SAT with Writing included are required if you are seeking admission as a freshman or transfer with less than 30 semester hours of transferable academic credit. Have the official test scores forwarded directly to Florida A&M University by the testing agency.
   • Applicants whose native language is not English may be required to take the Test of English as a Foreign Language (TOEFL) and have their scores submitted to the Educational Testing Service.

4. Additional Information: Admission Consideration Based on Disability
   • If you wish to request special admission consideration based on a disability, FAMU will consider this information within the following guidelines: (1) documentation regarding the disability will need to be provided on a voluntary basis, (2) all information will be kept confidential, (3) refusal to provide information will not subject the applicant to adverse treatment, and (4) information will only be used in connection with the university’s voluntary efforts to overcome the effects of conditions that may have resulted in limited participation of persons with disabilities. See item 12, page 1. Applicants are not required to complete this item.

Below is a list of majors offered at Florida A&M University

BS Accounting
BS Actuarial Science
BS/BA African-American Studies
BS Agriculture Science
BS Agricultural Business
BS Agronomy
BS Animal Science-Pre-Veterinary
BS Animal Science-Industry
BS Architectural Studies
Architecture-1st Professional
BS Biochemistry
BS BioSys Engr-Bioproc & Food Engr
BS BioSys Engr-Nat Res ConserEngr
BS Biology
BS Biology Education
BS Biology Pre-Professional
BS Biomedical Engineering
BS Broadcast Journalism
BS Business Administration
BS Cardiopulmonary Science
BS Chemical Engineering
BS Chemistry
BS Chemistry Education
BS ChemistryPre-medicine/Pre-Dentistry
BS Civil Engineering
BS Computer Engineering
BS Computer Information Systems
BS Computer Science
BS Construction Engineering Technology
BS/CJ Criminal Justice
BS Criminal Justice
BS/Economics
BS Electrical Engineering
BS Electronic Engineering Technology
BS English
BS English Education
BS Environmental Sciences
BS/BA Environmental Studies
BS Entomology & Strct Pest Control
BS Facilities Management
BS/BA Fine Arts
BS Food Science-Science
BS Food Science-Business & Industry
BS/BA Global Security and International Affairs
BS Health Care Management
BS Health Information Management
BS Health, Leisure, & Fitness Studies
BS Health Science-General
BS Health Science-Pre-Occupational Therapy
BS Health Science-Pre-Physical Therapy
BS/BA History
BS History Education
BS Industrial Engineering
BS Information Technology
BS Magazine Production
BS Mathematical Science
BS Mathematics
BS Mathematics Education
BS Mechanical Engineering
BS Molecular Cellular Biology
BS/BA Music/Choral, Voice
BS/BA Music/Instrumental
BS/BA Music Industry
BS Music Education/Choral
BS Music Education/Instrumental
BS Newspaper Journalism
BSN Nursing
Nursing – RN-BSN (Transfers Only) ONLINE
HAVE earned an Associate of Science in Nursing Degree, Must be a Registered Nurse with an unencumbered license in the state where they are working.
BS Organismal, Ecological and Evr Biology
BS Pharmaceutical Sciences
Pharmacy-Undergraduate
Pharmacy-Professional
BS/BA Philosophy
BS/BA Philosophy & Religion
BS Physical Education
BS Physics
BS Physics Education
BS Political Science
BS/BA Public Administration
BS Political Science Education
BS Pre-Kindergarten-Elementary Education
BS Pre-Kindergarten-Primary Education
BS Pre-Medicine
BS/BA Psychology
Psychology ONLINE
BS Public Relations
BS/BA Religious Studies
BSW Social Work
BS/BA Sociology
Sociology ONLINE
BS Supply Chain
BS/BA Theatre
BS Veterinary Technology
Type or Print in Black Ink

1. _________ / _________ / ___________  
   U. S. Social Security Number  
   FAMU Student ID Number

Last Name  
First Name  
Middle Name  
Jr., III, etc.

2. For which term, in which year, do you seek admission?
   August _______ January _______ May _______ June _______

3. This application is for enrollment as:
   □ First time in college  □ Transfer-freshman  □ Transfer-sophomore  □ Transfer-junior  □ Transfer-senior  □ Second bachelor’s degree

4. If your transcripts, test scores, etc. might arrive under any names(s) other than those listed above, enter here: __________  
5. a. Nation of Citizenship: __________  
   b. Country of Birth: __________

6. Date of Birth: __________ / __________ / __________

7. Type your permanent address. All correspondence will be mailed to this address.
   Street Address  
   Apt. No
   City  
   County (or Province)  
   State/Nation
   Zip Code
   Home Telephone Number
   ( )
   Mobile Telephone Number
   Fax Number

8. □ Male  □ Female

9. Race/National origin (please check only one):
   □ American Indian or Native Alaskan Asian  
   □ Asian or Pacific Islander  
   □ Black or African American  
   □ White (not of Hispanic origin)
   □ If Hispanic or Latino, select ethnic group:  
     □ Hispanic  
     □ Hispanic/Latino

(Florida A&M University is a recipient of federal dollars and is required by the federal government to solicit certain demographic information to meet federal reporting requirements. Applicants are requested to provide this information voluntarily. This information will not be utilized in a discriminatory manner.)

10. In Case of an emergency, indicate the person you request the university contact:
    Last Name  
    First Name  
    M.I.

   Street Address  
   Apt. No
   City  
   County (or Province)  
   State/Nation
   Zip Code
   Home Telephone Number
   ( )
   Mobile Telephone Number
   Fax Number

11. Relationship: □ Father  □ Mother  □ Legal Guardian  □ Other: __________

    Parent’s Email Address (if available)

12. What is your planned primary major?
    __________

    Bachelors of Science Degree Program  □ or  
    Bachelor of Arts Degree Program  □

    What is your planned secondary major?
    __________

    Bachelors of Science Degree Program  □ or  
    Bachelor of Arts Degree Program  □

13. High School Graduation Date: __________ / __________ / __________

    High School Code: __________
    (Ask your counselor for the 6-digit CEEB Number)
    City  
    State/Nation

    If High School was completed by GED, enter year __________
    (Official copy of test scores and partial high school transcript required)

An official transcript from each postsecondary school, college, or university you have attended (including dual enrollment and transit course work) must be provided to Florida A&M University. Please list in chronological order every postsecondary institution (including dual enrollment and transit course work) you have attended or will attend prior to entering this university. (You must include schools even if you did not complete a term.) Include Florida A&M University if you attended previously. For multi-campus institutions, indicate the specific campus. Failure to list all institutions could result in your application being denied or your admission being rescinded. Use a separate sheet if necessary.

Enter dates of attendance (including present enrollment) and degrees earned or expected before attending this university. Include Associate Degrees, certificates, or diplomas

<table>
<thead>
<tr>
<th>Dates of Attendance</th>
<th>Degree Earned or Expected</th>
<th>Date</th>
<th>Credit Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

(Complete the table by listing all schools, including Florida A&M University, and the corresponding dates and degree information.)

School (Please do not abbreviate)  
City, State or Nation

(Continue listing schools and their corresponding information as necessary.)
15. If your answer to any of the following is yes, you must submit a full statement of relevant facts on a separate sheet attached to this form. You may be required to furnish the university with copies of all official documentation explaining the final disposition of the proceedings.
   a.  □ Yes  □ No  Are you currently or have you ever been, charged with or subject to disciplinary action for scholastic or any other type of misconduct at any educational institution?
   
   b.  □ Yes  □ No  Have you ever been charged with a violation of the law which resulted in, or, if still pending, could result in, probation, community service, a jail sentence, the revocation or suspension of your driver’s license (including traffic violations which resulted in a fine of $200 or more)?

If your records have been expunged pursuant to applicable law, you are not required to answer yes to these questions. If you are unsure whether you should answer yes to 15a or 15b, we strongly suggest that you answer yes and fully disclose all incidents. By doing so, you can avoid any risk of disciplinary action or revocation of an offer of admission.

16. If you have taken or plan to take any of the tests below, enter the month and year. Official records of all test scores must be provided directly from the testing agency.

17. Have you completed 2 years of the same foreign language?
   □ Yes  □ No

   If yes, where?
   □ High School □ College

   If yes, please submit appropriate official transcripts.

18. Present High School/College Enrollment
   a.  If you are currently enrolled in a high school, college, or university, list all high school and college level courses which you are now taking or expect to complete before entering Florida A&M University. Use a separate sheet if necessary.
   b.  If you are not currently enrolled and do not expect to complete any courses, check here. □

   Courses for Which You Are Now Enrolled
   Courses You Expect to Complete Before Entering

   Name of Institution:__________________________
   Name of Institution:__________________________

   Title of Course:__________________________
   Title of Course:__________________________

   Course No.:__________ Date:Mo. Yr.
   Course No.:__________ Date:Mo. Yr.

   Credit Hrs. (Sem./Qtr.):__________
   Credit Hrs. (Sem./Qtr.):__________

19. For Non-U.S. Citizens Only:
   City and Country of Birth
   ____________________________
   ____________________________

   What VISA do you presently hold? □ F1 □ F2 □ J1 □ J2 □ None □ Other:____________________ I-94 Expiration Date:___/___
   What VISA are you applying for:  □ F1 □ F2 □ J1 □ J2 □ None □ Other:____________________
   If a permanent immigrant, enter the alien registration number shown on your I-551 form:____________________ or you must provide a photocopy of your Alien Registration card.

20. If your native language is other than English, how many years have you studied and spoken English?
   Language:__________________________ Years Spoken:__________________________
   Language:__________________________

21. Important. You must read and sign the following section in order to complete your application to this university.

   I understand that this application is for admission and is valid only for the term indicated in item 2 on page 1. I also understand and agree that I will be bound by the university’s regulations concerning application deadline dates and admission requirements. I further agree to the release of any transcript, student record, and test scores to this institution (including any ACT and Redesigned SAT score reports that this institution may request from the College Board or ACT).

   I certify that the information given in this application is complete and accurate, and I understand that to make false or fraudulent statements within this application or residence statement may result in disciplinary action, denial of admission and invalidation of credits or degrees earned. If admitted, I hereby agree to abide by the policies of the Board of Governors and the rules and regulations of Florida A&M University. Should any of the information I have given change prior to my enrollment, I shall immediately notify the Office of Admissions and Recruitment.

   I understand that the $15 cashier’s check or money order I submit with this application is a nonrefundable fee.

Applicant’s Signature (please type) ____________________________
U.S. Social Security Number ____________________________ Date ____________

Page 2
Information for Residency Classification

A Florida “resident for tuition purposes” is a person who has, or a dependent person whose parent or legal guardian has, established and maintained legal residency in Florida for at least (12) consecutive months preceding the first day of classes of the term for which Florida residency is sought. Residence in Florida must be as a bona fide domicile rather than for the purpose of maintaining a residence incident to enrollment at an institution of higher education. To qualify as a Florida resident for tuition purposes, you must be a U.S. citizen, a foreign national in a nonimmigrant visa classification that grants you the legal ability to establish a bona fide domicile in the United States, a permanent resident alien, or legal alien granted indefinite stay by the U.S. Citizenship and Immigration Services. Other persons not meeting the twelve-month legal residence requirements may be classified as Florida residents for tuition purposes only if they fall within one of the limited special categories authorized by the Florida Legislature pursuant to section 1009.21, Florida Statutes. All other persons are ineligible for classification as a Florida “resident for tuition purposes.” Living in or attending school in Florida will not, in itself, establish legal residence. Students who depend upon out-of-state parents for support are presumed to be legal residents of the same state as their parents. Residency for tuition purposes requires the establishment of legal ties to the state of Florida. Students must verify that they have broken ties to other states if the student or, in the case for dependent students, his or her parent has moved from another state.

PLEASE TYPE OR PRINT if submitting hard copy.

Name of Student: ____________________________________   Social Security #: ____________________

Student is a:  ☐ U.S. Citizen  ☐ Non-U.S. Citizen  ☐ Permanent Resident  ☐ Other

Date of Birth: _________________________________

Alien Registration Number: _____________________________                Issue Date: _________________________

Information for Residency Classification

A. I am a
B. I am married to a person who has maintained legal residence in Florida for at least the past 12 consecutive months. I now have established legal residence and intend to make Florida my permanent home. (Required: Copy of marriage certificate and/or other documents required to establish residency.)
C. I was previously enrolled at a Florida state postsecondary institution and classified as a Florida resident for tuition purposes. I am transferring to another Florida state postsecondary institution within 12 months of the previous enrollment.
D. I was previously enrolled at a Florida state postsecondary institution and classified as a Florida resident for tuition purposes. I abandoned my Florida domicile less than 12 months ago and am now re-establishing Florida legal residence.
E. Active duty members of the Armed Services of the United States residing in this state and their spouses and dependent children, and active drilling members of the Florida National Guard. (Required: Copy of military orders or DD2058 showing home of record.)
F. Active duty members of the Armed Services of the United States and their spouses and dependents attending a Florida College System institution or state university within 50 miles of the military establishment where they are stationed, if such military establishment is within a county contiguous to Florida. (Required: Copy of military orders.)
G. United States citizens living on the Isthmus of Panama, who have completed 12 consecutive months of college work at the Florida State University Panama Canal Branch, and their spouses and dependent children. (Required: Copy of marriage certificate or proof of dependency.)
H. Full-time instructional and administrative personnel employed by state public schools and institutions of higher education and their spouses and dependent children.
I. Students from Latin America and the Caribbean who receive scholarships from the federal or state government. Any student classified pursuant to this paragraph shall attend, on a full-time basis, a Florida institution of higher education. (Required: proof of scholarship and Latin America or Caribbean residency.)
B. Claimant may provide one or more documents from the following categories to demonstrate residency in Florida:

- Claimant Name (if not the Student): ___________________________________________________________
- Student Name (Please Print): ______________________________________________________________
- Florida resident for tuition purposes.

TO BE COMPLETED BY THE CLAIMANT/PERSOAN CLAIMING FL RESIDENCY:

NOTE: If the student is a dependent, the parent is the claimant and will complete this section and provide supporting documentation. If the student is independent, the student is the claimant and will complete this section and provide supporting documentation. No single document shall be conclusive in establishing residency. Additional documentation, other than what is prescribed, may be requested in some cases. All documentation provided is subject to verification. Evidence of ties to another state may result in denial of Florida residency for tuition purposes.

Claimant/Name of Person Claiming FL Residency: ________________________________________________
Claimant’s Relationship to Student: __________________________________________________________
Claimant’s Address: _______________________________________________________________________
Telephone Number: _______________________________________________________________________
Date Claimant began establishing legal FL residence: __/__/____  Issue Date: __/__/____
Alien Registration Number: _____________________________  Issue Date: __/__/____
All non-U.S. citizen are required to submit documentation of their legal status in the United States as issued by the United States Citizenship and Immigration Services office.

PROVISION OF DOCUMENTS TO SUPPORT CLAIM OF FLORIDA RESIDENCY

Per s. 1009.21(3)(c), Florida Statutes, the residency determination must be documented by the submission of written or electronic verification that includes two or more of the documents identified below. No single piece of evidence shall be conclusive.

A. Claimant must provide at least one of the following of his/her personal documentation:

- Florida voter’s registration card number: __________________________  Registration Date: __/__/____
- Florida driver’s license. Number: __________________________  Registration Date: __/__/____  Current Issue Date: __/__/____
- State of Florida identification card. Number: __________________________  Original Issue Date: __/__/____  Current Issue Date: __/__/____
- Florida vehicle registration. Number: __________________________  Original Issue Date: __/__/____  Current Issue Date: __/__/____
- Proof of permanent home in Florida occupied as primary residence for 12 consecutive months prior to the student’s enrollment. (Required: document such as a deed or other evidence of title to property used as primary residence, a homeowner’s policy, a title insurance policy, evidence of a property tax payment on the primary residence, or a lease of multiple years’ duration.)
- Proof of a homestead exemption in Florida. (Required: document from the county tax collector demonstrating the application of a homestead exemption to the claimant’s primary residence.)
- Official transcripts from a Florida high school for multiple years (2 or more years), if the Florida high school diploma or GED® was earned within the last 12 months. (Dates of Attendance: __________  Graduation Date: __/__/____) (Required: transcript)
- Proof of permanent full-time employment in Florida for at least 30 hours per week for a 12-month period. (Required: pay stubs or W-2 form for past 12 consecutive months)

B. Claimant may provide one or more documents from the following categories to demonstrate residency in Florida:

- Declaration of domicile in Florida
- Florida professional or occupational license
- Florida incorporation
- Document evidencing family ties in Florida
- Proof of membership in a Florida-based charitable or professional organization
- Any other documentation that supports your request for resident status, including, but not limited to, utility bills (required: proof of 12 consecutive months of payments); a lease agreement (required: proof of 12 consecutive months of payments); or an official state, federal, or court document evidencing legal ties to Florida.

RESIDENCY DECLARATION:

I, the undersigned, hereby declare that I have read the foregoing document and that the facts stated in it are true and further affirm the authenticity of the information provided on all pages of this Residency Declaration. I understand that any false or misleading information on this Residency Declaration, or provided in support of this Residency Declaration, will subject me to penalties pursuant to section 837.06, Florida Statutes, for making a false statement. I give permission for the institution to review or examine any and all documents and records, including those accessible electronically, which may assist in support of my status as a Florida resident for tuition purposes.

Student Name (Please Print): _______________________________________________________________

Claimant Name (if not the Student): __________________________________________________________
Signature of Claimant (Electronic or ink): __________________________  Date: __________________________

Page 4