



COLORADO HEIGHTS UNIVERSITY

Colorado Heights University
Office of Admissions
3001 South Federal Blvd
Denver, CO 80236
Phone #: 1-303 937-4280
Fax: 1-303 937-4224
www.CHU.edu

Student ID Number:
SD _____
For Office Use Only

APPLICATION [BA] Undergraduate Admission

INSTRUCTIONS:

To apply for admission to Colorado Heights University, please submit the following materials to the Office of Admissions.

AMERICAN FRESHMAN APPLICANTS

- Completed and signed application, including entrance essay.
- Official transcripts from all post-secondary schools, colleges and universities previously attended or graduated from.
- Official documentation of SAT and/or ACT scores
- Secondary school recommendation(s) from a college advisor, teacher, principal or head of school.
- Applicants who have earned a GED should submit a copy of their Certificate of High School Equivalency, GED test scores, and an official transcript of any high school work completed.
- CV/Resumé
- Color Copy of a picture ID [i.e., Driver's License, State ID, etc.]
- Verification of U.S. Citizenship [birth certificate, passport, naturalization form, permanent resident card]

AMERICAN TRANSFER APPLICANTS

- Completed and signed application, including entrance essay.
- Official transcripts from all colleges and universities previously attended.
- Secondary school recommendation(s) from a college advisor, teacher, principal or head of school.
- Applicants with less than 30 semester hours of 45 quarter hours of college study should also submit an official secondary school transcript, and official SAT and/or ACT results.
- CV/Resumé
- Color copy of a picture ID [i.e., Driver's License, State ID, etc.]
- Verification of U.S. Citizenship [birth certificate, passport, naturalization form, permanent resident card]

INTERNATIONAL STUDENT APPLICANTS

- Completed and signed application, including entrance essay.
- Test score report(s) of TOEFL/IELTS/Michigan Assessment
- Official transcripts and diplomas from all colleges and universities previously attended, translated into English.
- Secondary school recommendation(s) from a college advisor, teacher, principal or head of school.
- International student applicants entering as freshmen must provide educational transcript records translated into English that accurately reflect the equivalent of the standard 12-year primary and secondary school program provided in the U.S.
- Completed Sponsor's Statement of Financial Support (not required if applicant is self-sponsored).
- Official bank statement showing at least USD \$ 19,410.00
- CV/Resumé
- Fifty dollar (\$50) application fee.
- Color copy of passport & all visas to provide proof of birth date, citizenship, and visa status. Applicants outside the United States who have not yet acquired a passport will need to submit a copy of their birth certificate. *(Note: Non-immigrant VISA holders other than F-1 could be subject to complete a Visa Change of Status application with U.S. Immigration in order to obtain an F-1 to pursue full-time studies. Please inquire with CHU Enrollment Coordinator or the Registrar upon beginning application process).*

International Mailing Options for I-20 and Acceptance Letter

(Applies to applicants NOT going through a third-party Recruiter):

- Regular Overseas Mail [4 to 6 weeks]
 - UPS Courier [3 to 5 days] Cost to Student \$100 due when application is submitted.
- (Check, Money Order, Wire Transfer, or Credit Card-Contact Business Office at 1-303-937-4530)

ALL APPLICANTS, PLEASE NOTE:

- Make application fee, in either check or money order, payable to Colorado Heights University. Please do not send cash. Credit cards are also accepted. All application fees are NON-REFUNDABLE.
- Official transcripts are defined as those sent directly to CHU from the issuing institution. Grade slips or grade printouts will not be accepted in lieu of transcripts.
- Official MMR Record of Measles, Mumps, & Rubella Vaccinations



III. EDUCATIONAL BACKGROUND

High School Name: _____

• High School Address: _____
(City) (State) (Country)

• Dates Attended: From: _____ To: _____
(Month/Year) (Month/Year)

• Grade Point Average (if known): _____

• If you are not a high school graduate, when did you receive your G.E.D. Certificate? _____

Test Scores: SAT _____ Verbal _____ Math _____

ACT _____

TOEFL _____ Date of TOEFL Test _____

Other Tests of English Proficiency (if applicable):

Test Name: _____ Score: _____ Date: _____
(Month/Year)

If you have not taken the SAT, ACT and/or TOEFL, when do you plan to? _____
(Month/Year)

Have you ever attended any colleges or universities? Yes No

If yes, please list them below starting with your most current college or university.

NOTE: You must request each college/university attended to forward an official transcript of all work completed. Failure to list all institutions attended will result in immediate suspension of this application.

<u>Name of Institution</u>	<u>City/State/County</u>	<u>Enrollment Dates</u>		<u>Credits Earned</u>	<u>Degrees Earned</u>	<u>GPA</u>
		<u>From</u>	<u>To</u>			
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____	_____

List all courses you are **now taking** or **plan to take before enrolling at CHU**. This information is required to determine total number of academic units completed prior to enrollment.

<u>Course Title</u>	<u>Credits</u>	<u>Term/Year</u>	<u>Course Title</u>	<u>Credits</u>	<u>Term/Year</u>
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____
_____	_____	_____	_____	_____	_____



IV. ADDITIONAL REQUIREMENTS

ENTRANCE ESSAY

1. Please describe in 1 to 2 pages your educational and personal goals. Indicate any extracurricular, community and recreational activities and work experience. Do these activities relate to your educational and personal goals?
2. Also tell us about your special recognition or honors you have received. How has the recognition or honors impacted your educational and personal goals? Or if you have had no special recognition or honors, do you aspire to any? If you don't aspire to any, explain why?
 - ◆ *Please submit your essay as a separate document and attach it to this application.*
 - ◆ *Be sure to put your name at the top of each sheet.*

An application without an essay will be considered incomplete.

V. FINANCIAL AID

Colorado Heights University offers Institutional Merit-Based Financial Aid. [See: www.chu.edu]

VI. SUPPLEMENTARY INFORMATION

How did you first learn about Colorado Heights University?

1. Check **all boxes** that apply:

Friend School Counselor/Advisor Advertisement
Website Media

Other (please specify) _____

2. Did you hear about CHU **through a student currently attending our school?**
If so, please provide information below.

(Student's First and Last Name)

Their Major (or) Program of Study

3. Did you hear about CHU **through a Recruiter?** If so, please provide information below.

(Recruiter's First and Last Name)

(Name of Recruiter's Organization)

VII. SIGNATURE/ACKNOWLEDGEMENT

I hereby certify to the best of my knowledge, that the information furnished on this application form and all the additional documents submitted are true and genuine. I understand that misrepresentation of facts on this application and all additional documents required will be cause for refusal of admission, cancellation of admission, or suspension from Colorado Heights University. By signing this application I acknowledge and agree to abide by the policies and regulations of the university.

Applicant's Signature (Required)

Date

