

*Start here  
to begin the  
experience  
of a lifetime.*

## *step one*

### **DETERMINE WHO YOU ARE**

The process and requirements for applying to Montana Western depend on whether you are a freshman, transfer or non-traditional student. Please use the definitions below to determine your student status. The next page provides a detailed list of admissions requirements for each category.

**I'M A FRESHMAN.**

You are a freshman if you have a high school diploma or GED; are under 21; and have never attended or have attempted fewer than 12 credits at a regionally accredited college or university.

Please see "FRESHMEN" next page. 


**I'M A TRANSFER STUDENT.**

You are a transfer student if you have attempted 12 or more semester credits at a regionally accredited college or university. We will review your transcripts and provide information about the transfer of credits.

Please see "TRANSFER" next page. 

**I'M A NON-TRADITIONAL STUDENT.**

If you have not attended college, are 21 years or older or you graduated from high school more than three years prior to the date you wish to enter college, you are considered a non-traditional student.

Please see "NON-TRADITIONAL" next page. 

## *don't forget*

### **APPLICATION DEADLINES**

DEADLINE FOR ADMISSION: rolling

PRIORITY ADMISSION DEADLINES: July 1 (fall semester);  
Dec. 1 (spring semester); April 1 (summer semester)

PRIORITY DEADLINE FOR FINANCIAL AID APPLICATION\*:  
Feb. 15 (fall semester); Dec. 15 (spring semester)

\*To file the Free Application for Federal Student Aid (FAFSA) please visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

There's a big difference  
at Montana Western.

experience  
one

## FRESHMEN



### FRESHMAN CHECKLIST

The following are required of freshmen seeking two- and four-year degrees:

- A completed application for admission (priority fall deadline July 1).
- A \$30 non-refundable application fee.
- Final-official high school transcript or GED score.
- ACT (writing subscores required) or SAT I scores.
- Students born after 1956 are required to send documentation of their Measles, Mumps and Rubella (MMR) vaccinations (two doses).
- High school self-report form (see page seven).

### DEGREE REQUIREMENTS

To be admitted into a four-year program, freshman must meet the college preparatory requirements below and satisfy ONE of the following conditions:

- Score 22 on the ACT or 1540 on the SAT.
- Have a minimum 2.5 high school grade point average.
- Rank in the top half of their graduating class.

Traditional-aged prospective freshmen must also meet the following preparatory requirements:

- English: four years.
- Mathematics: three years (courses should include Algebra I, Geometry, and Algebra II (or the sequential content equivalent of these courses)).
- Social Studies: three years.
- Laboratory Science: two years, one year must be earth science, biology, chemistry, or physics.
- Electives: two years chosen from the following: foreign language (preferably two years); computer science; visual and performing arts; or approved vocational education units.

## TRANSFER



### TRANSFER CHECKLIST

The following are required of each transfer student applicant:

- Application for admission (priority fall deadline July 1).
- \$30 non-refundable application fee.
- Final-official college transcripts.
- Students born after 1956 are required to send documentation of their Measles, Mumps and Rubella (MMR) vaccinations (two doses).

### DEGREE REQUIREMENTS

Completing the transfer student checklist above is the only requirement.

## NON-TRADITIONAL



### NON-TRADITIONAL CHECKLIST

The following are required of each non-traditional student applicant:

- Application for admission (priority fall deadline July 1).
- \$30 non-refundable application fee.
- Final-official high school transcript or GED score.
- Students born after 1956 are required to send documentation of their Measles, Mumps and Rubella (MMR) vaccinations (two doses).

### DEGREE REQUIREMENTS

Completing the non-traditional student checklist at right is the only requirement.

*step two*

**APPLY FOR ADMISSION**

**ABOUT YOU (PLEASE TYPE OR PRINT)**

Full Legal Name \_\_\_\_\_  
FIRST MIDDLE LAST

Previous Name(s) \_\_\_\_\_

Permanent/Parents Address \_\_\_\_\_ Phone Number ( ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Current Mailing Address \_\_\_\_\_ Phone Number ( ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_

Birthdate \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Birthplace \_\_\_\_\_  
MONTH DAY YEAR

Country of Citizenship \_\_\_\_\_

If not the U.S. are you a permanent resident alien of the U.S.?  Yes  No

Social Security No. - - \_\_\_\_\_

We ask that you voluntarily provide the information above. Your social security number permits the school to distinguish between individuals of the same or similar names. You will not be penalized should you decline to provide this information. If you are receiving financial aid we will need your social security number to match your award.

**GENDER & ETHNICITY INFORMATION**

The University of Montana Western does not discriminate in admission, or the provision of services nor employment policies on the basis of race, gender, national origin, marital status, creed, religion, color, age, or physical or mental handicap. Providing the following information is voluntary and the information provided will not be used in a discriminatory manner.

Your gender?  Male  Female

Are you of Hispanic or Latino origin?  Yes  No If no, please select the racial category below that best describes you.

American Indian or Alaskan Native  Nonresident Alien  
 Black or African American  Asian  
 White  Native Hawaiian/Pacific Islander  
 Unknown Racial Heritage  Two or more races

## YOUR OBJECTIVES

When will you enroll?     Fall 20\_\_\_\_     Spring 20\_\_\_\_     Summer 20\_\_\_\_

BACHELOR'S DEGREE (indicate field of study below)     SECOND BACHELOR'S DEGREE (indicate field of study below)

If you plan to receive financial aid you must declare a degree below (please choose one only).

Bachelor of Arts Degrees

- |   |   |
|---|---|
| <input type="checkbox"/> Biology                | <input type="checkbox"/> Environmental Interpretation |
| <input type="checkbox"/> Environmental Sciences | <input type="checkbox"/> Literature and Writing       |
| <input type="checkbox"/> Social Science         | <input type="checkbox"/> Visual Arts                  |

Bachelor of Science Degrees

- |   |   |
|---|---|
| <input type="checkbox"/> Business                                     | <input type="checkbox"/> Elementary Education    ___Montana Western    ___Butte |
| <input type="checkbox"/> Natural Horsemanship                         | <input type="checkbox"/> Early Childhood Education    SITE _____                |
| <input type="checkbox"/> Secondary Education (please check one below) |   |

- |  |  |
|--|--|
| <input type="checkbox"/> Art K-12                                    | <input type="checkbox"/> History                     |
| <input type="checkbox"/> Art K-12 Broadfield                         | <input type="checkbox"/> Industrial Technology       |
| <input type="checkbox"/> Biology                                     | <input type="checkbox"/> Mathematics                 |
| <input type="checkbox"/> Business & Computer Applications            | <input type="checkbox"/> Mathematics Broadfield      |
| <input type="checkbox"/> Business & Computer Applications Broadfield | <input type="checkbox"/> Music K-12                  |
| <input type="checkbox"/> Earth Science                               | <input type="checkbox"/> Physical Education & Health |
| <input type="checkbox"/> English                                     | <input type="checkbox"/> Social Science Broadfield   |
| <input type="checkbox"/> General Science Broadfield                  |  |

Bachelor of Applied Science    Option Area \_\_\_\_\_

ASSOCIATE DEGREE (indicate program below)

- |   |   |
|---|---|
| <input type="checkbox"/> Associate of Arts                                  | <input type="checkbox"/> Associate of Science   |
| <input type="checkbox"/> Associate of Applied Science: Business             | <input type="checkbox"/> Associate of Applied Science: Early Childhood Education SITE _____ |
| <input type="checkbox"/> Associate of Applied Science: Education Studies    | <input type="checkbox"/> Associate of Applied Science: Equine Studies                       |
| <input type="checkbox"/> Associate of Applied Science: Natural Horsemanship | <input type="checkbox"/> Associate of Applied Science: Tourism & Recreation                 |

NON-DEGREE SEEKING (not pursuing a degree or certificate at this institution)

POST-BACCALAUREATE (bachelor degree earned/not pursuing a graduate program at this time)

## YOUR ACADEMIC HISTORY

If you are or will be a high school graduate, please indicate:

Graduation Date    /    /    Complete Name of High School  
MONTH    DAY    YEAR

High School City    State    Zip Code

If you have or will receive a GED, please indicate date and location  
MONTH    DAY    YEAR

**YOUR ACADEMIC HISTORY CONT...**

Were you previously enrolled at the University of Montana Western?  Yes  No

If yes, list dates of previous attendance \_\_\_\_\_ and/or dates of continuing education or extension enrollment \_\_\_\_\_

If you have attended or are attending a college or university, you must provide the following information for each institution (whether or not credit was earned). Please include an additional page if necessary.

Complete School Name \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned \_\_\_\_\_

Complete School Name \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned \_\_\_\_\_

Complete School Name \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned: \_\_\_\_\_

Complete School Name \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned: \_\_\_\_\_

**NOTE:** If you were ever suspended or dismissed for academic reasons from any of the institutions listed above, please describe the circumstances below.

\_\_\_\_\_

**YOUR RESIDENCY CLASSIFICATION**

All individuals are classified as either Montana residents (in-state) or non-residents (out-of-state). The answers you provide to the questions below will assist university personnel in determining your residency classification for tuition payment purposes. You may be asked to provide additional information and to verify your answers by providing documentation (copies of your and/or your parents/guardian or spouses driver's licenses, tax returns, employment affidavits, military records, for example). Attach any additional information you feel might be important to those who will determine your residency status.

Are you claiming in-state status for tuition payment purposes? \_\_\_\_\_

No What state are you a resident of? \_\_\_\_\_ (Skip to the Safety and Security section on the next page.)

Yes Please answer ALL questions below. If you are using your own information to determine residency, please use the YOU column. If you are a dependent and are relying on the information of a parent, guardian or spouse to qualify for resident tuition, use the PARENTS/GUARDIAN column.

	YOU	PARENTS/GUARDIAN
Dates of continuous physical residence in Montana (month/day/year).	___/___/___ to ___/___/___	___/___/___ to ___/___/___
Dates of employment in Montana (month/day/year).	___/___/___ to ___/___/___	___/___/___ to ___/___/___
Employer _____	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other
City _____		
Employer _____		
City _____		
List the last two years in which Montana income tax returns have been filed.		
Date current Montana driver's license was issued (month/year).	___/___	___/___
List the last two years of Montana motor vehicle registration.		

**YOUR RESIDENCY CLASSIFICATION (CONT.)**

	YOU	PARENTS/GUARDIAN
Date of Montana voter registration (month/year).	___/___	___/___
Dates of extended absences from Montana during the last two years (month/day/year).	___/___/___ to ___/___/___	___/___/___ to ___/___/___

Reason for absence \_\_\_\_\_

Have you served as a member of the United States armed forces?  Yes  No

Dates of active duty (month/day/year) \_\_\_/\_\_\_/\_\_\_ to \_\_\_/\_\_\_/\_\_\_

City and state from which you entered the service \_\_\_\_\_

I am the spouse or dependent child of an individual who is a member of the U.S. armed forces assigned to active duty in Montana.  Yes  No

I am or will be a graduate of a Montana high school after attending that school for my entire senior year, and I have or will be registering at a unit of the Montana State University System within two fall terms of my high school graduation.  Yes  No

Please fill in the table below with information about yourself for the past two years.

DATES		PLACE OF RESIDENCE	EMPLOYMENT	SCHOOLS ATTENDED
FROM	TO			

**SAFETY & SECURITY (this section must be completed)**

1. Have you ever been subject to discipline, suspension or probation at any institution of post secondary education (beyond High School) for reasons not related to academic performance?  No  Yes

2. Have you ever been convicted of a criminal offense, other than a minor traffic violation, or otherwise institutionalized for threatening or causing physical or emotional injury to persons or property?  No  Yes

If you answered Yes to either question, you must include an explanation with this application. Failure to do so will delay processing of your application.

**YOUR SIGNATURE**

I hereby certify that to the best of my knowledge the foregoing information is true and complete without evasion or misrepresentation. I understand that if it is later found otherwise, it is sufficient cause for rejection or dismissal. If my application for admission is approved, I agree to abide by the present and future rules and regulations, both academic and nonacademic, and the scholastic standards of the appropriate institution, its colleges, schools, departments and institutes, including but not limited to those rules, regulations and standards stated in both the undergraduate and graduate catalogs. I further acknowledge that if I fail to adhere to these regulations or meet these requirements, my registration may be canceled.

Applicant's Complete Legal Signature \_\_\_\_\_

Date \_\_\_\_\_

PLEASE SEND THIS FORM AND APPLICATION FEE TO: The University of Montana Western, Office of Admissions, 710 S. Atlantic St., Dillon, Mont. 59725.

# HIGH SCHOOL SELF REPORT

1. New freshman applicants who have graduated within the last three years MUST complete this form and return it with their application for admission (see GED-only exception below). A current transcript WILL NOT substitute for this document.
2. Official high school transcripts should be sent only after graduation.
3. Please list all courses passed, including those in progress. Please print clearly.
4. Please complete the self-report form on the reverse side.

Name \_\_\_\_\_ Social Security No. — —  
FIRST MIDDLE LAST

Graduation Date / /  
MONTH DAY YEAR

Complete Name of High School \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Phone ( ) \_\_\_\_\_

ACT/SAT assigned high school code (6 digits)

Current class rank \_\_\_\_\_ in a class of \_\_\_\_\_ Current cumulative grade point average on a 4.0 scale \_\_\_\_\_

## TEST SCORES:

ACT \_\_\_\_\_ Test date \_\_\_\_\_  
ENG MATH READ SCI COMPOSITE WRITING SUBSCORE

SAT \_\_\_\_\_ Test date \_\_\_\_\_  
VERBAL MATH WRITING MC ESSAY TOTAL

Montana University System (MUS) writing score \_\_\_\_\_ Test date \_\_\_\_\_

I have not yet taken the ACT or SAT Intended test date \_\_\_\_\_

Other (specify) \_\_\_\_\_ Test date \_\_\_\_\_

GED passed on this date (request that official scores be sent) \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_  
MONTH DAY YEAR CITY STATE

## PLEASE CHECK ANY THAT APPLY TO YOU:

- Before my first enrollment begins, at least three years will have passed since my high school graduation date.
- I will be a part-time student, enrolled for seven or fewer credits.
- I will be enrolling only for summer term(s).
- I will not meet admission requirements and would like an exemption to the requirements or to attend part-time (contact the admission office regarding requirements).
- I request that the decision on my application take into consideration my special talents, minority status or special needs. (You may make your request here or on a separate page.)

I understand that this information may be used as a preliminary basis for admission to the university. It is complete and correct as of this date. If information changes, I will notify the admission office of the changes and understand that my admission status will be reevaluated.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

**PLEASE COMPLETE THE FORM ON THE BACK OF THIS PAGE.**

## SELF-REPORT OF HIGH SCHOOL COURSES

### INSTRUCTIONS AND FORM

#### COLLEGE PREPARATORY COURSES:

Complete this section using the exact titles of high school courses you have passed (including courses you plan to take). If you are unsure of any information, please contact your high school counselor or principal for clarification. Place an asterisk (\*) by courses not yet completed.

#### GRADUATES OF MONTANA HIGH SCHOOLS:

Your high school counselor or principal has the "School List of Academic Courses that Satisfy the Board of Regents' College Preparatory Curriculum." Use only your courses from the list to complete this section.

#### GRADUATES OF HIGH SCHOOLS OUTSIDE THE STATE OF MONTANA:

If you have completed a similar college preparatory program required in your state, please have your school verify the completion below.

Montana University System College Preparatory Requirement	Semester	9th Grade course/grade	10th Grade course/grade	11th Grade course/grade	12th Grade course/grade	OFFICE USE
<b>A. English</b> (4 years) Written and oral communication skills and literature.	1					
	2					
<b>B. Mathematics</b> (3 years) Including Algebra I, Geometry, Algebra II (or sequential equivalent).	1					
	2					
<b>C. Social Studies</b> (3 years) Including global (world) studies; American hist.; and gov't, econ, Indian history, psych, sociology or other third-year course.	1					
	2					
<b>D. Laboratory Science</b> (2 years) Including at least one year of earth science, biology, chemistry or physics.	1					
	2					
<b>E. Other</b> (2 years) Chosen from foreign language, computer science, visual/performing arts or vocational education.	1					
	2					

### VERIFICATION

\_\_\_\_\_ has completed or will complete the college preparatory curriculum  
STUDENT NAME

approved by the State of \_\_\_\_\_

Name of high school official \_\_\_\_\_ Signature \_\_\_\_\_

Position \_\_\_\_\_ Date \_\_\_\_\_