

# APPLICATION FOR ADMISSION

Office of Admission  
1000 Seventeenth Avenue North  
Nashville, Tennessee 37208  
615.329.8665 telephone  
888.702.0022 toll free  
615.329.8774 fax  
admit@fisk.edu

To be completed by applicant; please print in black or blue ink.

## How to Apply

### First-Time Freshmen

For the Fall Semester, the application deadline is **March 1**. Early Action applications are due **December 1**. For Spring Semester admission, applications are due **October 1**. Applicants are notified as soon as all required credentials are received and reviewed.

To apply for admission, complete the following steps.

#### Step 1

Complete the application for admission and return it to the Office of Admission along with the application fee (check or money order payable to FISK University). The application fee is **\$50.00** (**\$75.00** for international candidates).

#### Step 2

Complete the top portion of the **School Report Form** and give it to your guidance counselor or registrar. Ask the counselor to complete the lower portion and attach it to your official transcript and testing record. If you have completed a GED, you do not need to return this form.

#### Step 3

Complete the top portion of the **Instructor Recommendation Form** and give it to a current or former instructor. Ask the instructor to complete and return the form directly to the Office of Admission or return it with your application.

#### Step 4

If your official transcript and testing record do not include your results on the ACT, SAT I, or TOEFL, please request an official copy of your score report from one of the following sources:

College Testing Program, **ACT** Reporting Services  
P.O. Box 168  
Iowa City, IA 52243  
Phone: 319-337-1270  
www.act.org  
Fisk University Code 3960

College Board **SAT** Program  
P.O. Box 6201  
Princeton, NJ 08541  
Phone: 800-728-7267  
www.collegeboard.org  
Fisk University Code 1223

#### Test of English as a Foreign Language

TOEFL/ETS  
P.O. Box 6154  
Princeton, NJ 08541  
Phone: 800-GOTOEFL  
www.toefl.org

#### FISK University Policy on Non Discrimination

FISK University admits academically qualified students and does not discriminate on the basis of race, color, creed, national or ethnic origin, marital status, age, gender, sexual orientation, or disability in its admission and financial aid policies, nor in the planning and administration of any of its academic, athletic, or other programs, services, and activities.

### Step 5

Submit to the Office of Admission a **FINAL** official transcript from your secondary school registrar indicating your graduation date. This **MUST** be received prior to registration for your first term at FISK University.

### Step 6

Submit a 500-word essay (optional). This should demonstrate your written communication skills as well as tell the Office of Admission more about you as a candidate, your experiences, and what you value.

### Step 7 (HOME-SCHOOLED ONLY)

Submit to the Office of Admission a **FINAL**, Official transcript or secondary equivalency record from your home school agency indicating your completion of a college preparatory curriculum and date completed. This **MUST** be received prior to registration for your first term at FISK University.

### Step 8 (INTERNATIONAL STUDENTS ONLY)

International Students are required to have all transcripts evaluated by:

**WORLD EDUCATION SERVICES INC. • P.O. BOX 5087 • Bowling Green Station • New York, NY 10274-5087.**

Please request the *Comprehensive Course By Course Report*.

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## GED APPLICANTS

### Step 1

Complete the application for admission and return it to the Office of Admission along with the application fee (check or money order payable to FISK University). The application fee is **\$50.00** (**\$75.00** for international students).

### Step 2

Submit (1) an official copy of your GED test scores and (2) an Original GED Certificate to the Office of Admission.

### Step 3

Submit a copy of your ACT or SAT I scores.

### Step 4

Submit two letters of recommendation. These letters should be from individuals who can speak to your commitment to education and your potential for success in the collegiate environment.

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## TRANSFER STUDENTS

For the Fall Semester, the application deadline is **June 1**. For Spring Semester admission, applications are due **December 1**. Applicants are notified as soon as all required credentials are received and reviewed.

To apply for admission, complete the following steps.

### Step 1

Complete the application for admission and return it to the Office of Admission along with the application fee (check or money order payable to FISK University). The application fee is **\$50.00** (**\$75.00** for international candidates).

### Step 2

Request an official transcript from all institutions you have attended and submit them to the FISK University, Office of Admission. If you are currently enrolled at another at another institution, please have the registrar forward an additional final transcript at the end of the semester or term (final transcript).

### Step 3

Complete the top portion of the **Instructor Recommendation Form** and give it to a current or former instructor. Ask the instructor to complete and return the form directly to the Office of Admission or return it with your application.

# GENERAL INFORMATION

|  |
|--|
| <b>Entrance Status</b> I plan to enroll:<br>Fall Term ___ Spring Term ___ Year ___<br>Freshman ___ Transfer ___ International ___<br>Nondegree ___ |
|--|

## Name

\_\_\_\_\_  
Last First Middle Social Security Number

Male \_\_\_\_\_ Female \_\_\_\_\_

## Permanent Address

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

\_\_\_\_\_  
Telephone Fax

## Mailing Address (if different from permanent address)

\_\_\_\_\_  
Number and Street City State Zip

\_\_\_\_\_  
Telephone Fax

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

**Date of Birth** \_\_\_\_\_

**Are you a U.S. Citizen?** Yes \_\_\_\_\_ No \_\_\_\_\_

If not, country of citizenship \_\_\_\_\_

**Is an I-20 required?** Yes \_\_\_\_\_ No \_\_\_\_\_

**Marital Status:** Single (or divorced, widowed) \_\_\_\_\_ Married \_\_\_\_\_

**Religious Preference (optional)** \_\_\_\_\_

## Ethnic/Racial Group (optional)

African American \_\_\_\_\_ Hispanic American \_\_\_\_\_ Native American \_\_\_\_\_ Asian American \_\_\_\_\_

American Multiracial (specify groups) \_\_\_\_\_ Caucasian \_\_\_\_\_

Pacific Islander \_\_\_\_\_ International (non U.S. citizen) \_\_\_\_\_

# FISK University Majors and Academic Programs (select all that apply)

- |   |  |
|---|--|
| <input type="checkbox"/> Art (B.A., B.S.)                 | <input type="checkbox"/> Music Education                     |
| <input type="checkbox"/> Biology                          | <input type="checkbox"/> Nursing                             |
| <input type="checkbox"/> Business Administration          | <input type="checkbox"/> Physics                             |
| <input type="checkbox"/> Accounting                       | <input type="checkbox"/> Political Science                   |
| <input type="checkbox"/> Financial Economics              | <input type="checkbox"/> Psychology                          |
| <input type="checkbox"/> Management                       | <input type="checkbox"/> Religious and Philosophical Studies |
| <input type="checkbox"/> International Business Relations | <input type="checkbox"/> Sociology                           |
| <input type="checkbox"/> Chemistry                        | <input type="checkbox"/> Special Education                   |
| <input type="checkbox"/> Computer Science                 | <input type="checkbox"/> Teacher Certification               |
| <input type="checkbox"/> Dramatics and Speech             | <input type="checkbox"/> Undecided                           |
| <input type="checkbox"/> Economics                        | <b>SPECIAL PROGRAMS</b>                                      |
| <input type="checkbox"/> English                          | <input type="checkbox"/> Dual Degree Engineering             |
| <input type="checkbox"/> History                          | <input type="checkbox"/> FISK/Belmont Music Business         |
| <input type="checkbox"/> Mathematics                      | <input type="checkbox"/> FISK/Howard PharmD Program          |
| <input type="checkbox"/> Modern Foreign Languages         | <input type="checkbox"/> FISK/Meharry Joint Program (B.S./   |
| <input type="checkbox"/> Music                            | <input type="checkbox"/> M.D./D.D.S./PhD)                    |
|   | <input type="checkbox"/> FISK/Owen 5 year MBA                |

The following programs are offered at FISK University as a “**minor**” and can typically be paired with any major program of study to further customize the FISK undergraduate education. Again, select all that apply.

- Mass Communication       Dance       Women & Gender Studies

**Anticipated career or profession** \_\_\_\_\_

## Influences On Your College Decision

Which of the following were the most influential in your decision to apply to FISK University. Please rank your choices from 1 to 11, one being the most influential and 11 being the least influential.

- |                                  |                                      |
|----------------------------------|--------------------------------------|
| Parent _____                     | Campus Visit _____                   |
| Friends _____                    | Open House _____                     |
| Fisk Admission Counselor _____   | Fisk Mailing _____                   |
| Fisk Alumni _____                | Advertising _____                    |
| Current school Teacher _____     | High school Guidance Counselor _____ |
| College Publication, title _____ |                                      |

**List other colleges and universities to which you are applying:**

|                    |       |       |
|--------------------|-------|-------|
| _____              | _____ | _____ |
| College/University | City  | State |
| _____              | _____ | _____ |
| College/University | City  | State |
| _____              | _____ | _____ |
| College/University | City  | State |

# ACADEMIC INFORMATION

## High School Experience

List all high schools (secondary schools) attended, beginning with the *most* recent. If you need more space, attach an additional sheet.

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|                  |                                  |                 |
|------------------|----------------------------------|-----------------|
| High School Name | Dates of Attendance (month/year) | Graduation Date |
|------------------|----------------------------------|-----------------|

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|      |       |         |                            |
|------|-------|---------|----------------------------|
| City | State | Country | School CEEB Code, if known |
|------|-------|---------|----------------------------|

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|                                   |                                  |
|-----------------------------------|----------------------------------|
| College Guidance/Career Counselor | Guidance Office Telephone Number |
|-----------------------------------|----------------------------------|

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|                           |                                  |                 |
|---------------------------|----------------------------------|-----------------|
| Previous High School Name | Dates of Attendance (month/year) | Graduation Date |
|---------------------------|----------------------------------|-----------------|

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|      |       |         |                            |
|------|-------|---------|----------------------------|
| City | State | Country | School CEEB Code, if known |
|------|-------|---------|----------------------------|

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|                                   |                                  |
|-----------------------------------|----------------------------------|
| College Guidance/Career Counselor | Guidance Office Telephone Number |
|-----------------------------------|----------------------------------|

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Have you taken the ACT or SAT I? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, what was your score ACT \_\_\_\_\_ SAT \_\_\_\_\_  
If not, when will you take it? ACT \_\_\_\_\_ SAT \_\_\_\_\_  
What is your current Cumulative Grade Point Average (GPA) \_\_\_\_\_/4.0 \_\_\_\_\_/100

## International Students Only

Have you taken the TOEFL? Yes \_\_\_\_\_ No \_\_\_\_\_  
If yes, what was your score? \_\_\_\_\_  
If not, when will you take it? \_\_\_\_\_

## College Experience

If you have attended any college or university other than FISK, complete the following and send an official transcript from each college or university attended to the FISK University Office of Admission.

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|   |                                  |                 |
|---|----------------------------------|-----------------|
| College or University Currently Attending | Dates of Attendance (month/year) | Graduation Date |
|---|----------------------------------|-----------------|

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|      |       |         |
|------|-------|---------|
| City | State | Country |
|------|-------|---------|

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|                                |                                  |                 |
|--------------------------------|----------------------------------|-----------------|
| College or University Attended | Dates of Attendance (month/year) | Graduation Date |
|--------------------------------|----------------------------------|-----------------|

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|      |       |         |
|------|-------|---------|
| City | State | Country |
|------|-------|---------|

## Non Athletic School Clubs and Organizations

List the student organizations you have been involved in over the last four years.

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|                      |                        |             |
|----------------------|------------------------|-------------|
| Club or Organization | Years of Participation | Office Held |
|----------------------|------------------------|-------------|

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|                      |                        |             |
|----------------------|------------------------|-------------|
| Club or Organization | Years of Participation | Office Held |
|----------------------|------------------------|-------------|

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|                      |                        |             |
|----------------------|------------------------|-------------|
| Club or Organization | Years of Participation | Office Held |
|----------------------|------------------------|-------------|

Check here if interested in the Reserve Officers Training Corps (ROTC)  Army (Vanderbilt)  Navy (Vanderbilt)  
 Air Force (Tennessee State University)

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## Athletics

List the sports you have played over the last four years.

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|       |                    |                 |                 |
|-------|--------------------|-----------------|-----------------|
| Sport | Years Participated | Position Played | Awards Received |
|-------|--------------------|-----------------|-----------------|

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|       |                    |                 |                 |
|-------|--------------------|-----------------|-----------------|
| Sport | Years Participated | Position Played | Awards Received |
|-------|--------------------|-----------------|-----------------|

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## Community Organizations

List the community organizations you have been involved with over the last four years.

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|                        |                        |             |
|------------------------|------------------------|-------------|
| Community Organization | Years of Participation | Office Held |
|------------------------|------------------------|-------------|

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|                        |                        |             |
|------------------------|------------------------|-------------|
| Community Organization | Years of Participation | Office Held |
|------------------------|------------------------|-------------|

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|                        |                        |             |
|------------------------|------------------------|-------------|
| Community Organization | Years of Participation | Office Held |
|------------------------|------------------------|-------------|

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## Honors and Awards

List any honors, scholastic distinctions, or other cultural/civic awards.

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# FAMILY

## Father

Is he living? Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Last (family name) First Middle

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

\_\_\_\_\_  
Employer Job Title

\_\_\_\_\_  
College/University Attended and Highest Degree Earned

Check Father's Marital Status: Married \_\_\_\_\_ Separated \_\_\_\_\_ Divorced \_\_\_\_\_

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## Mother

Is she living? Yes \_\_\_\_\_ No \_\_\_\_\_

\_\_\_\_\_  
Last (family name) First Middle

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

\_\_\_\_\_  
Employer Job Title

\_\_\_\_\_  
College/University Attended and Highest Degree Earned

Check Mother's Marital Status: Married \_\_\_\_\_ Separated \_\_\_\_\_ Divorced \_\_\_\_\_

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Guardian (if other than parents)

\_\_\_\_\_  
Last (family name) First Middle

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

\_\_\_\_\_  
Employer Job Title

\_\_\_\_\_  
College/University Attended and Highest Degree Earned

**Siblings**

|      |                     |                 |     |
|------|---------------------|-----------------|-----|
| Name | High School/College | Graduation Year | Age |
| Name | High School/College | Graduation Year | Age |
| Name | High School/College | Graduation Year | Age |

**Legacy**

List relative(s) who have attended FISK University

|      |              |                    |
|------|--------------|--------------------|
| Name | Relationship | Year of Graduation |
| Name | Relationship | Year of Graduation |
| Name | Relationship | Year of Graduation |

Have you ever been convicted of a felony? Yes \_\_\_\_\_ No \_\_\_\_\_

If yes, provide a brief explanation. \_\_\_\_\_

**Certification**

I certify that the information given in this application is complete and correct to the best of my knowledge and that I have not attended educational institutions other than those listed. I understand that I am responsible for the forwarding of official transcripts from high schools and/or colleges I have attended and of my ACT or SAT I scores (if required), and that such transcripts and score reports become the property of FISK University and will not be returned. I understand further that admission granted on the basis of incorrect information or an omission of fact which, if known, would have caused ineligibility, is invalid and subjects me to forfeiture of monies paid and credits received at FISK University.

I authorize the following persons to discuss my application and academic records:

\_\_\_\_ Parent: Name \_\_\_\_\_ Counselor: Name \_\_\_\_\_

\_\_\_\_ Other: Name \_\_\_\_\_

I authorize release of my file to other UNCF Colleges If I am not admitted to FISK. \_\_\_\_\_ Yes \_\_\_\_\_ No

Signature of Applicant \_\_\_\_\_ Date \_\_\_\_ / \_\_\_\_ / \_\_\_\_

# School Report

## Applicant

After filling in your name and address below, give this form to your counselor or principal and request that s/he complete it, seal it in an envelope and give it back to you so you may include it in your admission packet. Your transcript should be attached to this school report. The deadline for first-time freshman applications is **March 1** for Fall Semester enrollment, **December 1** for Early Action and **October 1** for Spring Semester enrollment. Transfer student applications for admission are accepted until **June 1** for the Fall Semester and **October 1** for the Spring Semester.

Applicant Name & Permanent Address:

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|                    |       |        |                        |  |
|--------------------|-------|--------|------------------------|--|
| Last (family name) | First | Middle | Social Security Number |  |
|--------------------|-------|--------|------------------------|--|

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|         |      |       |     |         |
|---------|------|-------|-----|---------|
| Address | City | State | Zip | Country |
|---------|------|-------|-----|---------|

Please read the information below:

Confidentiality and Privacy Rights: Federal law guarantees only enrolled college students the right and access to their educational records. University applicants do not have this right during the admission process, but only after actual registration as students. FISK University, therefore, can guarantee the strict confidentiality of this recommendation. It will be destroyed before the candidate enrolls and will not become part of his or her educational record.

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|                     |      |
|---------------------|------|
| Applicant Signature | Date |
|---------------------|------|

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## Guidance Counselor / Advisor

**After completing the information below, please attach the school transcript to this report.**

This is to remind you that the material submitted in this report is subject to the provisions of the Family Educational Rights and Privacy Act of 1974.

Do you believe the applicant will be academically successful at FISK University?

Yes       Probably so       Doubtful       No

Do you recommend this student be admitted to FISK University?

Yes       Yes, but with reservations       No

Please tell us about the student's most important characteristics, personally and academically. What do you feel sets this student apart from other students? Why do you feel s/he is well suited to FISK University? We would appreciate information that would help us learn more about the applicant - such as the applicant's scholastic promise and achievement, personality, special accomplishments or talents and level of motivation.

How familiar are you with FISK University?

I know FISK very well.       I know something about FISK?       I know very little about FISK

Signature of counselor \_\_\_\_\_ Date \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_

Position \_\_\_\_\_ Office Telephone \_\_\_\_\_

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1000 17th Avenue North  
Nashville, Tennessee 37208  
800.443.FISK • www.fisk.com

## College Report for Transfer Students

Transfer applicants must submit a transcript from high school from which he/she graduated, transcripts of all college work completed or in progress, a course catalog from his current or previous institution and the College Report. An applicant may at his discretion provide additional credentials if he feels that they are necessary for a fair and full evaluation of his/her record.

Applications for admission are considered until June 15 for the Fall term and November 1 for the Winter term. However, applicants who wish to be considered for financial aid are urged to apply no later than April 1 in order to receive full consideration.

Fisk University participates in the Common Application program and will accept the Common Application in lieu of the Fisk University Application.

### APPLICANT

After filling in your name and address below, give this form to your college advisor or Dean of Students and request that an official copy of your transcript be sent to Fisk.

Legal Name \_\_\_\_\_  
last first middle (complete) jr. or sr.

Permanent home address \_\_\_\_\_  
number and street city or town state zip

### COLLEGE ADVISOR

After filling in the five lines below, use this form to describe the applicant.

This is to remind you that the material submitted in this report is subject to the provision of the Buckley Amendment.

Name \_\_\_\_\_  
last first middle (initial)

Position \_\_\_\_\_ School \_\_\_\_\_

School address \_\_\_\_\_  
number and street city or town state zip

Signature \_\_\_\_\_ Office telephone \_\_\_\_\_

This applicant has been enrolled in this institution from \_\_\_\_\_ To \_\_\_\_\_  
Month/Year Month/Year

Has the applicant ever been on academic or disciplinary probation or censure at your institution?  Yes  No

What are the reasons for the transfer? \_\_\_\_\_  
 \_\_\_\_\_

May the applicant re-enter your institution?  Yes  No If "Yes" when? \_\_\_\_\_

Specify any restrictions or conditions to readmission \_\_\_\_\_  
 \_\_\_\_\_

How long have you known the applicant? \_\_\_\_\_

In what context(s) have you know the applicant? \_\_\_\_\_  
 \_\_\_\_\_

What are the first words that come to your mind to describe the applicant? \_\_\_\_\_  
 \_\_\_\_\_

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## Essay Supplement

### Undergraduate Application for Admission

#### Fisk University

Beginning fall 2005, the process for Undergraduate Admission (freshman and transfer) will include a 500 word essay. Prospective students may choose from one of three topics:

- How I will contribute to the Fisk legacy of leadership and excellence
- One book that has influenced my beliefs and values
- Changing the world: one college student at a time

Essay submissions **MUST** be included with the completed application for admission. All submissions must be processed or typewritten. No hand written submissions will be accepted.

|           |                         |                  |
|-----------|-------------------------|------------------|
| Deadline: | <b>Fall admission</b>   | <b>March 1</b>   |
|           | <b>Spring admission</b> | <b>October 1</b> |

Office of Admission  
Fisk University  
1000 17<sup>th</sup> Avenue North  
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[www.fisk.edu](http://www.fisk.edu)

