

APPLICATION FOR ADMISSION UNDERGRADUATE STUDIES

The request for admission to Universidad del Sagrado Corazón (USC) may be submitted by candidates interested in studying at college level, who have obtained or are in the process of obtaining a high school diploma. Requests from post secondary students who have previously studied in another institution accredited by the corresponding agencies or official regulatory offices will also be considered.



*** READMISSION:** If the student has previously enrolled at USC, he/she should fill out the corresponding application form at the ASI Center in the San José Building.

I. HIGH SCHOOL STUDENT

Submit the application form along with:

- | | |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable admission fee | 4. A recommendation letter from the high school principal, counselor or teacher |
| 2. An official High School transcript | 5. Vaccination certificate (if under 21 years old) |
| 3. College Board, SAT or ACT scores | 6. Signature of parents or guardian (if under 21 years old) |

II. FOREIGN HIGH SCHOOL STUDENT

Submit the application form along with:

- | | |
|--------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable admission fee | 3. A recommendation letter from the high school principal, counselor or teacher |
| 2. Official graduation certificate from the country or state's institution equivalent to Puerto Rico's Department of Education | 4. Official High School transcript |
| | 5. Vaccination certificate (if under 21 years old) |
| | 6. Signature of parents or guardian (if under 21 years old) |

III. STUDENT UNDER 25 YEARS OLD WITH DEPENDENTS

A student under 25 years old with dependents and no previous college studies, must submit the application form along with:

- | | |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable admission fee | 3. A recommendation letter from his supervisor or a Certificate of Good Conduct |
| 2. An official High School transcript | 4. An updated resume |
| | 5. Dependents' birth certificates |

IV. ADULT STUDENT

A student 25 years or older, with no college studies, must submit the application form along with:

- | | |
|-------------------------------------------------------------------|---------------------------------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable admission fee | 3. A recommendation letter from his supervisor or a Certificate of Good Conduct |
| 2. An official High School transcript | 4. An updated resume |

V. SPECIAL STUDENT

A student interested in taking courses not conducive to a college degree may take a maximum of 24 credits. The student will be charged \$15 more than the regular credit fee and must submit the application form along with:

- | | |
|-----------------------------------------------------------------|-------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable tuition fee | 2. A letter explaining the purpose of studying at USC |
|-----------------------------------------------------------------|-------------------------------------------------------|

VI. TRANSIENT OR TEMPORARY STUDENT

A student authorized to enroll at USC for a limited period of time, must submit the application form along with:

- | | |
|-------------------------------------------------------------------|---------------------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable admission fee | 2. A letter from the institution authorizing the applicable courses |
|-------------------------------------------------------------------|---------------------------------------------------------------------|

VII. TRANSFER STUDENT

A student from another institution of higher education who has completed 24 credits or more and has a grade point average of 2.50 or above must submit the application form along with:

- | | |
|-------------------------------------------------------------------|------------------------------------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable admission fee | 3. A recommendation from the Dean of Students of the College he/she is coming from |
| 2. Official transcripts from all the colleges he/she has attended | 4. Vaccination certificate (if less than 21 years old) |

If the student's grade point average is less than 2.50, he/she must comply with the requirements for students with 23 credits or less.

VIII. STUDENT WITH 23 CREDITS OR LESS FROM ANOTHER COLLEGE

A student coming from another institution of higher education who has completed 23 credits or less, must submit the application form along with:

- | | |
|-------------------------------------------------------------------|-------------------------------------------------------------------------------------------|
| 1. A \$15 check or money order for a non-refundable admission fee | 4. Official transcripts from all the colleges he/she has previously attended |
| 2. An official high school transcript | 5. A recommendation letter from the Dean of Students of the College he/she is coming from |
| 3. College Board, SAT or ACT scores | 6. Vaccination certificate (if less than 21 years old) |

UNIVERSIDAD DEL SAGRADO CORAZÓN

RECRUITMENT AND ADMISSIONS OFFICE

787-728-1515 exts. 3236, 3237
admission@sagrado.edu

FAX 787-728-2066

PO BOX 12383
SAN JUAN PR 00914-0383

www.sagrado.edu



APPLICANT'S INFORMATION (PLEASE USE PEN)

1 FATHER'S LAST NAME	MOTHER'S MAIDEN NAME
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NAME	MI.	2	GENDER	<input type="checkbox"/> FEMALE	<input type="checkbox"/> MALE
------	-----	----------	--------	---------------------------------	-------------------------------

3 SOCIAL SECURITY NUMBER

4 MAILING ADDRESS

HOME STREET ADDRESS

CITY	STATE	ZIP CODE
------	-------	----------

5 AREA CODE	HOME PHONE	AREA CODE	BUSINESS PHONE	EXTENSION
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AREA CODE	EMERGENCY PHONE	AREA CODE	MOBILE PHONE
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6 EMAIL

7 DATE OF BIRTH	AGE													
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 15%; border-bottom: 1px solid black;"> </td> <td style="width: 15%; border-bottom: 1px solid black;"> </td> <td style="width: 15%; border-bottom: 1px solid black;"> </td> <td style="width: 15%; border-bottom: 1px solid black;"> </td> <td style="width: 15%; border-bottom: 1px solid black;"> </td> <td style="width: 15%; border-bottom: 1px solid black;"> </td> </tr> <tr> <td style="font-size: small;">month</td> <td style="font-size: small;">day</td> <td style="font-size: small;">year</td> <td colspan="3"></td> </tr> </table>							month	day	year				<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; height: 20px;"> </td> </tr> </table>	
month	day	year												

8 COUNTRY OF ORIGIN

9 CITIZENSHIP

10 Are you a foreign citizen with permanent residency in Puerto Rico?						
YES <input type="checkbox"/> NO <input type="checkbox"/> A <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="border-bottom: 1px solid black; width: 15px;"> </td> <td style="border-bottom: 1px solid black; width: 15px;"> </td> <td style="border-bottom: 1px solid black; width: 15px;"> </td> <td style="border-bottom: 1px solid black; width: 15px;"> </td> <td style="border-bottom: 1px solid black; width: 15px;"> </td> <td style="border-bottom: 1px solid black; width: 15px;"> </td> </tr> </table> Citizenship ID:						
*If the answer is NO, please go to question #12						

11 VISA TYPE	<input type="checkbox"/> E= STUDENT	<input type="checkbox"/> F= FAMILY
	<input type="checkbox"/> P= PROFESSIONAL	<input type="checkbox"/> T= TOURIST
	<input type="checkbox"/> V= TRAVELER	

12 HOW DID YOU LEARN ABOUT UNIVERSIDAD DEL SAGRADO CORAZÓN?		
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> 01 = VISIT TO SAGRADO <input type="checkbox"/> 02 = FRIEND <input type="checkbox"/> 03 = MOVIES <input type="checkbox"/> 04 = MAIL <input type="checkbox"/> 05 = SAGRADO STUDENT <input type="checkbox"/> 06 = ALUMNI <input type="checkbox"/> 07 = RELATIVE <input type="checkbox"/> 08 = INTERNET </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> 09 = TEACHER <input type="checkbox"/> 10 = RECRUITMENT OFFICER <input type="checkbox"/> 11 = SCHOOL COUNSELOR <input type="checkbox"/> 12 = PRESS <input type="checkbox"/> 13 = RADIO <input type="checkbox"/> 14 = TELEVISION <input type="checkbox"/> 15 = OTHER </td> </tr> </table>	<input type="checkbox"/> 01 = VISIT TO SAGRADO <input type="checkbox"/> 02 = FRIEND <input type="checkbox"/> 03 = MOVIES <input type="checkbox"/> 04 = MAIL <input type="checkbox"/> 05 = SAGRADO STUDENT <input type="checkbox"/> 06 = ALUMNI <input type="checkbox"/> 07 = RELATIVE <input type="checkbox"/> 08 = INTERNET	<input type="checkbox"/> 09 = TEACHER <input type="checkbox"/> 10 = RECRUITMENT OFFICER <input type="checkbox"/> 11 = SCHOOL COUNSELOR <input type="checkbox"/> 12 = PRESS <input type="checkbox"/> 13 = RADIO <input type="checkbox"/> 14 = TELEVISION <input type="checkbox"/> 15 = OTHER
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13 TYPE OF ADMISSION		
<table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> PG = High School Student <input type="checkbox"/> AM = Adult under 25 Years Old <input type="checkbox"/> AD = Adult Student <input type="checkbox"/> SP = Special Student </td> <td style="width: 50%; vertical-align: top;"> <input type="checkbox"/> TR = Transfer Student <input type="checkbox"/> CO = Student with 23 credits or less coming from other College </td> </tr> </table>	<input type="checkbox"/> PG = High School Student <input type="checkbox"/> AM = Adult under 25 Years Old <input type="checkbox"/> AD = Adult Student <input type="checkbox"/> SP = Special Student	<input type="checkbox"/> TR = Transfer Student <input type="checkbox"/> CO = Student with 23 credits or less coming from other College
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14 Academic Year: 20__
<input type="checkbox"/> 1 = First Semester (August - December) <input type="checkbox"/> 2 = Second Semester (January - May) <input type="checkbox"/> 3 = Summer I <input type="checkbox"/> 4 = Summer II <input type="checkbox"/> 5 = VUHO # _____

15 Program Applied For
<input type="checkbox"/> A = Associate Degree <input type="checkbox"/> B = Bachelor's Degree

16 INDICATE PROGRAM APPLIED FOR
SELECT ONLY ONE

CONCENTRATION:
A = Associate Degree
B = Bachelor's Degree
B/M = Bachelor and Master's
B/D = Bachelor and Doctorate

BUSINESS ADMINISTRATION

- ___ C012 = Accounting (B)
- C014 = Management (B)
 - ___ 014a = Human Resources Management
 - ___ 014d = Finance
 - ___ 014e = Transportation
 - ___ 014g = Insurance
 - ___ 014i = International Commerce
- ___ C015 = Entrepreneurship (B)
- ___ C018 = Computerized Information Systems (B)
- ___ C019 = Marketing (B)
- ___ C087 = Tourism (B)
- ___ C119 = Production & Marketing of Special Events (A) (B)
- ___ C091 = General Business Administration (B)
- ___ C191 = General Business Administration (B) (Accelerated Program)

Joint Degree (USC)

- ___ C518 = General Business Administration / Management Information Systems (B/M)

NATURAL SCIENCES

- ___ N021 = Biology (B)
- ___ N022 = Chemistry (B)
- ___ N023 = Mathematics (B)
- ___ N028 = Computer Science (B)
- ___ N082 = Nursing (A)* / (B)*
- ___ N092 = General Natural Sciences (B)
- ___ N125 = Biotechnology (B)
- ___ N128 = Web Technologies (B)

Joint Degrees with other Institutions

- ___ N025 = General Natural Sciences / Biomedical Sciences (B/M)*
- ___ N025a = General Natural Sciences / Biomedical Sciences (B/M)*
- ___ N027 = General Natural Sciences / Doctor of Medicine (B/D)*
- ___ N029 = General Natural Sciences / Engineering (B/B)*

INTERDISCIPLINARY FACULTY OF HUMANISTIC AND SOCIAL STUDIES

- ___ H041 = Theater (B)
- ___ H094 = General Humanities (B)
- ___ S117 = International Studies (B)
- ___ S031 = Social Work (B)
- ___ S032 = Psychology (B)
- ___ S039 = Systems of Justice (B)
- ___ S072 = Liberal Arts (A)
- ___ S093 = General Social Sciences (B)

Joint Degrees (USC)

- ___ S537 = Systems of Justice / Human Rights and Antidiscrimination Processes (B/M)
- ___ S539 = Systems of Justice / Conflict Negotiation and Dispute Resolution (B/M)

Joint Degrees with other Institutions

- ___ S072 = Psychology / Substance Abuse Counseling (B/M)
- ___ S073 = Systems of Justice / Substance Abuse Counseling (B/M)

COMMUNICATION

- ___ M051 = Visual Arts (B)
- M053 = Advertising (B)
 - ___ 053c = Creative
 - ___ 053g = Management
 - ___ 053m = Media
 - ___ 053i = Interactive
- ___ M054 = Journalism (B)
- ___ M057 = Photography (A) / (B)
- ___ M059 = Production and Marketing for Radio (B)
- M095 = General Communication (B)
 - ___ 095a = Managerial
 - ___ 095b = Creative
- ___ M155 = Filmmaking Digital Production (B)
- ___ M156 = Television Digital Production (B)
- ___ M158 = Public Relations (B)
- ___ M159 = Radio Production (A)

EDUCATION

- ___ P061 = Elementary Education 4th - 6th Grade (B)
 - ___ 061 e = Early Childhood Education = Kinder - 3rd Grade
- ___ P062 = Secondary Education
 - ___ 062 b = Secondary Education in Spanish
 - ___ 062 d = Secondary Education in English
 - ___ 062 e = Secondary Education in Math
- ___ P063 = Elementary Education in English (B)
- ___ P089 = Exercise Sciences and Health Promotion (B)
- ___ P096 = General Education (B)
 - ___ P096a = Early Childhood (0 - 4 years old)
 - ___ P096b = Montessori House for Children (3 - 6 years old)
 - ___ P096c = Montessori, Workshop I (6 - 9 years old)

Joint Degrees

- ___ P561 = Early Childhood Education / Arts in Early Education (B/M)

With another Institution

- ___ P064 = Elementary Education / Speech and Language Pathology (B/M)

OTHER

- ___ G090 = Multidisciplinary Studies (B)*

* Approval of program coordinator is required

ACADEMIC INFORMATION

17 HIGH SCHOOL:

TYPE: PUBLIC PRIVATE HOMESCHOOLING

NAME: _____

CITY: _____

DATE OF GRADUATION: mo year

18 PREVIOUS COLLEGES ATTENDED

1. Name _____
Address _____

2. Name _____
Address _____

3. Name _____
Address _____

19 COLLEGE ENTRANCE EXAMINATION

COLLEGE BOARD mo year
mo year

SAT / ACT mo year
mo year

20 Do you want to live on campus?

YES NO

STUDENT'S STATEMENT

1. While attending high school or college, were you under academic or disciplinary probation or suspension?

Yes No If yes, indicate which: **Academic** **Disciplinary** Date _____

2. Have you ever been convicted for violating state, federal and / or any penal laws of any other country in which you have previously lived? (Excluding Traffic Law violations).

Yes No If yes, explain: _____

_____ Date _____

I have carefully read all the instructions in this application and acknowledge that the information provided by me is true.

- I have not attended any other institutions besides the ones indicated here.
- I acknowledge that submitting false or misleading information may result in the non-acceptance of this application or immediate suspension from the University.
- The documents included in this application shall become the property of Universidad del Sagrado Corazón.
- I authorize the University to request and verify my College Board, SAT or ACT exams scores and my transcript, if needed, to process my application.
- I understand and accept that the admission and enrollment in Universidad del Sagrado Corazón constitute a contract between both parties and is subject to the institutional norms and regulations, including the right of the University to revoke this application.
- I have read this application and agree to pay any debts that the applicant may incur with Universidad del Sagrado Corazón.

• **Applicant's Signature** _____ **Date** _____

• **Print clearly the name of the father, mother or guardian** (if student is under 21 years old). _____

Signature of the father, mother or guardian _____

An applicant in need of reasonable accommodations, may request it at the Student's Services Office.

UNIVERSIDAD DEL SAGRADO CORAZÓN DECLARES ITS ADHESION TO THE PRINCIPLE THAT THE ADMISSION OF NO INDIVIDUAL MAY BE DENIED BECAUSE OF RACE, COLOR, SEX, AGE, RELIGION, NATIONALITY, SOCIAL CONDITION OR IMPEDIMENT.

FOR THE EXCLUSIVE USE OF THE RECRUITMENT AND ADMISSIONS OFFICE

HIGH SCHOOL GRADES

A's		B's		C's		D's		F's		Total grades	
X4		X3		X2		X1		X0		Total points	
HIGH SCHOOL GRADE POINT AVERAGE										.	

COLLEGE BOARD, SAT OR ACT SCORES

APTITUDE TEST				ACHIEVEMENT TEST				Test date		
VERBAL	MATH	ENGLISH	MATH	SPANISH	mo.	year	s			

APTITUDE TEST				ACHIEVEMENT TEST				Test date		
VERBAL	MATH	ENGLISH	MATH	SPANISH	mo.	year	s			

ADMISSION FORMULA

HS GRADE POINT AVERAGE				TOTAL A			
.		X	6	0	0		
VERBAL	MATH	I - M - E		TOTAL B			
TOTAL A		TOTAL B		ADMISS. INDEX			
HONOR P.		UNIV. CRS.		UNIV. GPA			

EVALUATION

By Adm. Officer
 AAPD
 ADEN

Decision by Committee
 A1DP
 A2DP

Committee Decision
 A1PD
 A2PD
 ADEN

COMMENTS:

ADMISSION REQUIREMENTS PROVIDED

- | | |
|-------------------------------------------------------|------------------------------------------------|
| <input type="checkbox"/> ADMISSION FEE | CERTIFICATES INCLUDED: |
| <input type="checkbox"/> TRANSCRIPTS | <input type="checkbox"/> GRADUATION OR DIPLOMA |
| <input type="checkbox"/> CEEB - SAT - ACT TEST SCORES | <input type="checkbox"/> VACCINATION RECORD |
| <input type="checkbox"/> RECOMMENDATION LETTER | <input type="checkbox"/> GOOD CONDUCT |
| <input type="checkbox"/> RESUME | |
| <input type="checkbox"/> OTHERS: _____ | |

TRANSACTIONED

month	day	year

EVALUATED

month	day	year