

Admissions

Eligibility

Applicants must have a high school grade point average of 2.5 or higher to be granted full acceptance. Students with a GPA between 2.0 and 2.5 may be accepted for admission to the college on a covenant basis, agreeing to work closely with an academic advisor, take no more than 12.5 credits, and limit extra-curricular activities.

Applicants for admission to Trinity Lutheran College must have one of the following:

- High school diploma
- High school diploma equivalent (G.E.D.) or certification of high school completion

Applicants who have completed the following courses in high school will be given priority in the admission process:

- Three years of English
- Two years of science or mathematics
- Two years of history
- One year of a foreign language

Trinity does not discriminate with regard to race, color, sex, creed, age, marital status, national origin, and citizenship, the presence of any sensory, mental or physical disability, veteran status, sexual orientation, or political ideology. Discrimination and harassment based on any of those factors are inconsistent with our educational philosophy and will not be tolerated.

Application Procedures for Matriculated Students

To enroll as a full-time or part-time student working toward a degree or certificate, applicants should request an application packet from the Office of Admissions, and follow these procedures:

1. Submit a completed application packet and \$30.00 application fee (made payable to Trinity Lutheran College) to: Office of Admissions, Trinity Lutheran College, 2802 Wetmore Ave., Everett, WA 98201. An online application and deposit feature is available at www.tlc.edu. The application fee is waived for online applicants.
2. Transfer students must list all colleges previously attended and provide transcripts from those colleges.
3. Trinity accepts the ACT or SAT as a college entrance examination. Trinity code numbers for the tests are: SAT-4408, ACT-4453. Scores listed on an official high school transcript will be

accepted. Applicants do not need to submit scores if not required to submit a high school transcript.

4. A campus interview may be requested. Visits to the campus are strongly encouraged to provide valuable information with which to make an appropriate college decision.
5. Applicants may generally expect notification of their admission decision by mail within two to three weeks of the time all appropriate materials have been received. The Admissions staff carefully considers a student's academic performance, test scores, recommendation, as well as school, church, and community involvement.

Application Timeline

High school students may begin an early application process after they have finished their junior year (see "Notice of Admission"). Students applying for fall admission are encouraged to complete an application by February 1 for priority financial aid consideration.

Application deadlines:

Fall Semester	May 1
Spring Semester	November 1

Part-time, Non-Matriculated Students

Part-time students who are not working toward a degree or certificate may simply register for courses by mail, online, or in person. Call the Registrar's Office to make an appointment to register and make payment, or request a part-time registration packet.

When part-time students have completed six credits, they must either:

1. Declare a "non-degree" status with the Office of the Registrar if they are attending Trinity for personal enrichment and are not pursuing a certificate or degree, or,
2. Matriculate by completing the application procedures listed above if they plan on working toward a degree or certificate.

Re-Admission of Former Students

Students who officially withdrew and are returning after an absence of less than two years may simply complete an "Application for Readmission." They must also submit official transcripts from colleges attended during the absence from Trinity.

After an absence of two academic years or unofficial withdrawal, students must reapply, following the regular Application Procedures.

A student who was dismissed for academic reasons must present sufficient college-level coursework from an accredited institution or other evidence that demonstrates ability to achieve the minimum 2.00 cumulative GPA required to remain in good academic standing.

A student who was dismissed for any other reason must show evidence indicating that the circumstance that led to disqualification has been resolved in order to be eligible for re-admission.

Re-admitted students must satisfy the requirements of the current catalog.

International Student Admission Procedures

Trinity welcomes students from other countries into its college programs and is authorized by federal law to enroll non-immigrants.

To meet minimum requirements, an applicant must:

- Be 17 years of age
- Have graduated from high school (or equivalent)
- Score 197 or higher on the computer-based TOEFL (525 paper-based). To submit an official TOEFL score, use institution code 4408. Registration materials for the examination are available from TOEFL Services:

TOEFL Services
P.O. Box 6151
Princeton, NJ 08541-6151
Phone: (609) 771-7500
FAX: (609) 771-7500
<http://www.toefl.org>

Application Process for International Students

To be considered for admission, international applicants must submit the following:

1. International Student Application for Admission
2. Reasons for applying: On separate paper, describe (in 200 words or less) the reasons for desiring to attend Trinity. Attach to the Application Form.
3. Official transcripts with certified English translations must be sent from high schools and all previously attended colleges.
4. One recommendation from a person who is not related to the applicant. The application packet contains the forms to be used.
5. Official documentation of financial resources: a letter and proof of finances (bank statement) or financial sponsor (if applicable).

6. Official TOEFL score, if English is not the native language. See above for specific program language requirements.

Upon acceptance for admission to the college, a 40% percent payment of tuition for the first semester may be required.

All application components must be written in, or translated into, English.

Notice of Admission to Students

Applicants will be notified of the admission decision by mail. Early applicants for fall semester of the next academic year will be notified after October of the year before their matriculating.

Accepted Student Process

Accepted students are required to submit the following to the Office of Admission:

1. An advance payment of \$200 to indicate intent to enroll.

A deposit payment is to be made before May 1, the National Date of Declaration, for all students admitted to Trinity for fall semester. For students admitted after April 15, payment is due within two weeks from the date of acceptance to Trinity. The date for advance payment for the spring semester is November 1. This amount will be credited to the student's account for the first semester of enrollment. It is non-refundable after the application deadlines listed above.

2. A completed On-Campus Housing Application, including a check for the \$100.00 room/key deposit, must be received before moving into the residence hall.
3. A signed Student Life Covenant, indicating a student's understanding of and agreement to abide by all of Trinity's residence policies.
4. A completed Medical History Form and Measles Immunization.
5. International students are required to have health insurance while they are students at Trinity. This can be accomplished using the international student health insurance policy application that is enclosed in the Acceptance Packet.

Deferred Admission

Accepted applicants may request to defer admission to a later semester. Application files are valid for two years following original acceptance. After two years, the student must reapply.