

## **ADMISSIONS**

### **ADMISSION OF STUDENTS**

Williams Baptist College welcomes applications from persons seeking a Christian education with high academic standards. All persons seeking admission must complete the application forms provided by the Admissions Office. Application forms may be obtained by writing to the Director of Admissions, Williams Baptist College, or by telephoning (870) 759-4120, or 1-800-722-4434, or apply on-line at [www.williamsbaptistcollege.com](http://www.williamsbaptistcollege.com).

The admission decision is based on a number of factors: academic records, class standing, scores on standardized tests (ACT or SAT), personal recommendations and extracurricular activity participation. The college seeks to determine, on the basis of the candidate's academic record, character, purpose and aptitude, whether he or she is compatible with the purposes of the institution and demonstrates potential to benefit from one of its programs. However, Williams reserves the right to restrict or deny admission to any applicant who is considered not to be an appropriate admissions candidate as determined by its officers. These admissions decisions will be made in a manner consistent with state and federal non-discrimination laws.

Students may be admitted to Williams Baptist College according to one of the plans detailed below.

### **FRESHMAN STUDENT ADMISSION**

Williams invites applications from qualified students who have graduated or expect to graduate from an accredited secondary school. Students who apply as regular freshman enrollees must have graduated from high school or have satisfactorily completed the General Education Development examination (GED). Students who were educated at home are also invited to apply and are subject to the same qualifications and requirements. A personal interview with an admissions representative is recommended for all students entering college for the first time. A tour of the campus and information on financial aid will be available. The following must be submitted by all freshman applicants:

1. A fully completed admissions application form.
2. A non-refundable \$20 application fee.
3. For applicants desiring to live on campus, a completed residence hall application and \$75 housing deposit.
4. For applicants planning on studying full-time and/or those desiring to live on campus, an immunization record.
5. An official high school transcript including the official seal of the school. A final high school transcript showing final class rank with the seal of the school is also required upon high school graduation. Applicants are strongly encouraged but not required to take the following curriculum in high school: English (4 units); Mathematics including Algebra I, Algebra II, Geometry, and an advanced math course beyond Algebra II (4 units); Natural Sciences including Physical Science, Biology, and Chemistry or Physics (3 units); Social Studies including American History, World History, and Civics (3 units); Foreign Language (2 units of the same language). Remedial credits (special education, resource room, vocational, etc.) do not satisfy the unit requirements.

6. Official scores of either the American College Testing Program examination (ACT) or the Scholastic Aptitude Test (SAT) of the College Examination Board.

**Note: If a student applies on-line, there is no application fee required.**

### **FRESHMAN ACCEPTANCE CRITERIA**

The following criteria are considered when selecting candidates for unconditional admission. However, other factors also taken into consideration are recommendation letters, extracurricular activities, church involvement, and a personal interview.

1. Satisfactory scores on either the American College Test (ACT) or Scholastic Aptitude Test (SAT). No particular score is a guarantee of admittance, however, priority is given to students who score an ACT composite of at least 19 or an SAT I score of at least 910.
2. Graduation from an accredited U.S. high school or satisfactory completion of the General Education Diploma (GED) examination. The student's transcript should demonstrate the following:
  - A. At least a 2.5 average on a 4.0 scale.
  - B. A satisfactory class rank based on the standards of the particular high school attended.

Applicants deficient in either one of the admission criteria may be admitted under condition or probation and will have restrictions placed on their enrollment. Students admitted under condition or probation will be required to participate in the Freshman Focus Program (*see Academic Regulations - Freshman Focus Program*). If the probationary student fails to achieve a GPA of 1.5 or above on 12 semester hours at the end of the first semester, the student will face academic suspension.

Admission will be denied if an applicant's composite score on the ACT is less than 16 OR the high school GPA is less than 2.25.

### **TRANSFER STUDENT ADMISSION**

A transfer student is defined as one who has been out of high school for at least one full semester and has attempted some college or university work for credit. Students with transfer credit who apply to Williams must submit the following:

1. A fully completed application form.
2. A non-refundable \$20 application fee.
3. Official transcripts of all previous college work. Applicants must have a cumulative grade point average of at least 2.0. Note: Students who are on academic suspension from another institution will not be considered for admission at Williams Baptist College until the suspension is lifted from the other institution.
4. Applicants with less than 24 hours of acceptable credit must furnish high school transcripts or official GED scores and results of an ACT or SAT examination.
5. For applicants desiring to live on campus, a completed residence hall application and \$75 housing fee.
6. For applicants planning on studying full-time and/or those desiring to live on campus, an immunization record.

An interview with an admissions officer is required for students with less than a satisfactory academic record. In addition, the student's credentials may be referred to the admissions committee before an admission decision is made.

### **TRANSFER CREDIT**

Transfer credit will be accepted on all regular college credit courses taken at a regionally accredited institution. Admission cannot be completed nor credits granted until all necessary transcripts and information have been forwarded and evaluated. It is the applicant's responsibility to submit necessary materials for the adequate evaluation of any transcripts. Official transcripts from all previously attended colleges or universities must be on file in the Registrar's Office before a student may be granted any transfer credit or receive any grades from WBC.

No more than 66 semester hours will be accepted from an accredited two year institution. Up to 30 hours may be accepted from a regionally accredited theological seminary. A total of 30 semester hours of extension and correspondence credit from regionally accredited institutions may be accepted. Of such credit, no more than 12 hours may be from correspondence courses. A maximum of 6 hours of such credit may be counted toward a major. Only correspondence credit with a grade of C or above may be accepted. Up to 30 hours may be accepted in transfer from educational institutions not accredited by a regional accrediting agency only after the student has achieved a 2.00 GPA on at least 12 hours during the first semester at Williams. Highly specialized and technical courses such as vocational and paramedical courses will not be accepted.

Specific credits granted will depend upon the accreditation status of the institutions involved, upon course equivalencies and upon grades earned. Courses accepted must be consistent with the curriculum of WBC. All grades from acceptable college-level courses will be used in calculating the GPA. Students may repeat at WBC those compatible courses for which they have received a D or F.

All education majors refer to Specialization Requirements note concerning transfer credit in the **EDUCATION DEPARTMENT** and in each department offering a Bachelor of Science education degree.

### **INTERNATIONAL STUDENT ADMISSION**

Williams encourages students from other nationalities to apply for admission. Non-residents of the United States desiring admission to Williams should write to the attention of the International Admissions Counselor in the Admissions Office. To qualify for admission to Williams, international students must provide evidence of a good scholastic background, satisfactory proficiency in English, and adequate financial support to cover the cost of their education. Applicants are required to submit the following:

1. A fully completed application form.
2. A non-refundable \$20 application fee.
3. For applicants desiring to live on campus, a completed residence hall application and a \$75 housing fee.
4. An immunization record.
5. A completed Financial Statement or official letter from a bank stating the applicant possesses adequate financial resources to fund each academic year of planned attendance.

6. Official academic records. All documents must be official and in English. Photocopies are not accepted unless they are certified by the proper academic official, complete with an original signature and seal. If possible, they should be sent directly to the Admissions Office by the appropriate education official.
7. An official score report of the Test of English as a Foreign Language (TOEFL). Williams Baptist College defines a satisfactory score on the TOEFL as 500 or above (paper-based) or 173 or above (computer-based) for unconditional admission. The test must have been taken within 2 years immediately preceding the requested semester of admission. Satisfactory scores on either the ACT or SAT I may be submitted in lieu of TOEFL scores.
8. A tuition deposit of total costs for the first semester, minus any institutional scholarships, must be sent in full before the student can enroll at Williams. Contact the Williams International Admissions Counselor at Williams Baptist College, P.O. Box 3737, Walnut Ridge, Arkansas 72476 for further information regarding where to send the deposit.

Applicants transferring from another U.S. college or university must also adhere to Transfer Student Admission procedures as well as submit a Non-Immigrant Transfer Clearance form.

Form I-20A, Certificate of Eligibility for Nonimmigrant F-1 Status, will not be issued until all necessary admission forms are on file in the Admissions Office.

International applicants will be notified by the Director of Admission concerning the status of their application within 30 days after receiving the necessary admission documents. Applicants admitted under a conditional status will be advised of any special requirements. International students will be informed when to arrive and where to report upon arrival. They should bring with them, and keep in their possession, all notifications from the College such as those regarding admission and housing as well as pertinent immigration documents. This will greatly expedite registration. Classes begin immediately after registration.

Each semester's tuition, fees, and other charges, including housing and board, are due at the time of registration.

### **READMISSION OF FORMER STUDENTS**

Students previously enrolled and in good academic standing in a degree program who wish to re-enter Williams after absence of a full fall or spring semester are required to submit an application for re-admission. No application fee is required; however, all students applying for re-admission to the College must have no outstanding financial obligation to Williams Baptist College and must be current on all student loans. Official transcripts from each college or university attended since the last enrollment at Williams must be submitted. Any student who has been out of Williams for five years or more must resubmit transcripts of college/university work completed prior to attendance at Williams. If re-admission is granted, the students are expected to fulfill the degree requirements of the catalog under which they are re-admitted.

## **TRANSIENT STUDENT ADMISSION**

Students who are continuing students at another college or university may be admitted to Williams as transient students. A photocopy of the applicant's most recent grade report must be submitted with a completed application and the \$20 application fee.

Transient students are admitted for ONE SEMESTER. If they wish to continue at Williams, they must return to the Admissions Office and reapply to be admitted as transfer students.

## **OTHER ADMISSION CATEGORIES**

**Non-Degree Seeking Student.** Students interested in taking courses but who are not seeking a degree from Williams may be admitted for non-degree study. Non-degree students are held to the same admission policies as degree seeking students and should follow the admission procedures listed for Transfer Students. Non-degree status would apply to students who already hold a bachelor's degree and those who do not hold a bachelor's degree but who are interested in taking courses for credit.

**Audit Student.** An audit student is one who visits in a course and has the privilege of hearing or observing only. The privilege does not include evaluation of work or participation in discussion or laboratory practice. No credit is given for an audited course. A student may also be regularly enrolled in other courses. All arrangements for auditing classes are to be made in the Registrar's Office.

**High School Student.** High school students may take college courses while in high school. Requirements for admission include an official high school transcript indicating completion of the junior year (six semesters), a letter of recommendation from the applicant's counselor or principal, a cumulative high school GPA of at least 3.0, and a 19 composite score on the ACT.

## **CAMPUS VISITS**

Williams strongly encourages prospective students to visit the campus. A campus visit includes a tour of the campus, an opportunity to attend a class, lunch in the Mabee Gwinup Cafeteria, a meeting with a member of the Williams faculty, and a meeting with the financial aid director.

Williams hosts special preview days for high school seniors in the fall called WOW! Days. High School seniors who are considered honor students and/or score a 23 composite score on the ACT will be invited to attend an Honor's Preview Day in October. In order to schedule a visit, please call the Admissions Office at 1-800-722-4434 one week in advance.