

# UNDERGRADUATE ADMISSIONS

## Admissions Requirements

To begin the admissions process, prospective undergraduate students should complete the online application (<https://www.cornerstone.edu/admissions/apply/>) and choose their campus location, (i.e. on-Campus or online).

Additional admissions requirements may be required depending on your degree program and/or campus location preference.

- On-campus admissions requirements (<https://www.cornerstone.edu/admissions/on-campus-admissions/>)
- Online admissions requirements (<https://www.cornerstone.edu/admissions/online-admissions/>)

*Application files will be reviewed using the admissions requirements at the time of submission. Cornerstone University reserves the right to review and revise admissions requirements at any time. Cornerstone University admits students of any race, color, national and ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students at the school. We do not discriminate on the basis of race, color, national and ethnic origin in administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other school-administered programs.*

## Admissions Decisions

When an applicant has completed the application process, one of the following decisions will be made regarding their entrance into Cornerstone University:

**FULL ADMISSION** – An applicant is given full admission to Cornerstone University when the criteria for admissions has been met.

**TENTATIVE ADMISSION** – An applicant that is given tentative admission to Cornerstone University has been admitted to the university but has conditions to fulfill before the first semester of enrollment.

**PROVISIONAL ADMISSION** – A limited number of students may be granted provisional acceptance to Cornerstone University. On-campus students will be required to participate in the Pathway Program (<https://www.cornerstone.edu/university-offices/center-for-academic-success/pathway/>).

**DENIED ADMISSION** – An applicant is not offered admission to Cornerstone University.

Cornerstone University reserves the right to revise or rescind offers of admission if any information found on the application is found to be falsified or if admissions conditions are not met.

## Enrollment Policies

**HIGH SCHOOL ATTESTATION (ONLINE STUDENTS ONLY)** – On the application for admission, applicants must attest to their completion of their high school diploma or passing high school examination equivalency. During the admissions process, if for any reason the attestation is found to be false or untrue, Cornerstone University reserves the right to revise or rescind offers of admission. If the response is found

to be untrue while enrolled, the student will be subject to immediate dismissal from Cornerstone University.

**HIGH SCHOOL TRANSCRIPT SUBMISSION (ON-CAMPUS STUDENTS ONLY)** – A high school transcript may be required in order to grant an initial admissions decision. Upon high school graduation, first-time enrolled students must submit a final official high school transcript to Cornerstone University in order to be eligible to register for subsequent semesters.

**ENROLLMENT DEPOSIT** – An advanced tuition deposit is required in order to register for the first semester of courses. Residential on-campus students will have a housing deposit added to the tuition deposit amount.

- On-Campus: Enrollment deposits are non-refundable after May 1 for the fall semester and December 15 for the spring semester.
- Online: Enrollment deposits are non-refundable but may be applied toward future semester enrollment.

**CONSORTIUM PROGRAMS (ON-CAMPUS STUDENTS ONLY)** – Several consortium programs exist with area colleges. The requirements for admission to these programs are the same as our on-campus degree-seeking programs. Questions should be directed to the consortium school's college official or an admissions professional at Cornerstone.

**DUAL ENROLLMENT** – Cornerstone University allows high school sophomore, junior and senior students to take select courses during high school at a reduced tuition rate, plus applicable fees. To begin the admissions process, prospective dual enrollment students should complete the online application (<https://www.cornerstone.edu/admissions/apply/>).

- Dual enrollment admissions requirements (<https://www.cornerstone.edu/admissions/on-campus-admissions/dual-enrollment-program/>)

Dual enroll students are limited to enrolling in two courses or seven credits per semester with a maximum of 24 credit hours total at Cornerstone University.

**INTERNATIONAL STUDENTS** – As a SEVP-certified institution, federal regulations stipulate additional requirements for those interested in studying within the United States at Cornerstone University on an F-1 student visa.

- International student admissions requirements (<https://www.cornerstone.edu/admissions/undergraduate-international-students/>)

International students are allowed to apply for on-campus jobs when available. Students will not be able to work more than a total of 20 hours per week (even if employed in more than one job) The student must apply for a US Social Security number, which will be needed prior to working on-campus. International students are not permitted to work off-campus without authorization of the Primary Designated School Official (PDSO) or Designated School Official (DSO).

**NON-DEGREE STUDENTS** – Cornerstone University allows part-time, non-degree seeking students to take select courses. Two courses or seven credits per semester and a maximum of 24 total credit hours may be

taken as a non-degree student. Non-degree students are not eligible for federal, state or institutional financial assistance.

- Auditing non-degree students must only submit an application (<https://www.cornerstone.edu/admissions/apply/>) to receive an admissions decision.
- Credit-seeking non-degree students are required to complete a non-degree application (<https://www.cornerstone.edu/admissions/apply/>) and should complete all admissions requirements for the campus location of their choice, (i.e. On-Campus or Online).

**TRANSFER STUDENTS** – Students who enrolled in a post-secondary institution after graduating high school are considered undergraduate transfer students. Transfer students who would like college credits to be transferred should request official transcripts to be sent to Cornerstone University.

- On-campus Students only: Students must submit a copy of the transcript from their most recent college attended as part of their admissions process.
- Cornerstone University reserves the right to request all college transcripts for admission.

Cornerstone will accept up to 75% of transfer credits from accredited institutions to be applied toward the degree program. Grades must have a C- or higher for courses 100-level or higher.

**READMIT STUDENTS** – Former students who have not been in attendance should contact [advising@cornerstone.edu](mailto:advising@cornerstone.edu) to begin the re-enrollment process. Depending on the amount of time that has passed and/or academic program of study, students may need to reapply and/or submit supplemental admissions materials.

Students who have delinquent payment may need to resolve their balance or set up a payment plan prior to re-enrollment.

A student on academic suspension may be considered for readmission through an academic appeals process. For additional details, contact [advising@cornerstone.edu](mailto:advising@cornerstone.edu).

If more than three semesters have passed since the last date of attendance, readmit students will follow the university catalog which is current at the time of readmission. Readmit students enrolling in a major or minor not included in their original catalog will also follow the university catalog which is current at the time of readmission.