

GENERAL ADMISSIONS

DEGREE AND CERTIFICATE PROGRAMS

Bastyr University offers degree programs in naturopathic medicine, nutrition, exercise science and wellness, acupuncture and Oriental medicine, health psychology, nutrition and clinical health psychology and herbal sciences; certificates in naturopathic midwifery and Chinese herbal medicine; and the option to pursue a registered dietitian credential through the didactic program in dietetics and dietetic internship. Specific information regarding admission to the natural health sciences programs is included in the separate academic program sections.

Students wishing to enroll in Bastyr University's natural health science programs must complete and submit the Bastyr University application along with a nonrefundable application fee (\$60 for undergraduate programs and \$75 for graduate and professional programs). In addition, supplemental application materials must be submitted for each degree and certificate program.

ADDING ADDITIONAL PROGRAMS

Bastyr University has a significant number of students who plan to enroll in more than one degree or certificate course. New students must enter the University in a single degree or certificate program. Once enrolled, students who want to matriculate in an additional program must go through a formal admissions process. Information and application materials are available from the admissions office. See the section on Double Majors for Undergraduate Students on page 29.

For detailed information about the Didactic Program in Dietetics, see page 53 and 60. For information on the Dietetic Internship, refer to page 61.

For information about the naturopathic midwifery program, see page 79.

For additional information regarding the ND/AOM dual track program, please see the School of Naturopathic Medicine section, page 81.

NONMATRICULATING AND NONDEGREE STUDENTS

Nonmatriculating or nondegree students are those who are not matriculated or formally admit-

ted to a degree or certificate program. Such students may enroll in undergraduate classes through the registrar's office provided that:

- 1) the student has successfully met prerequisites for the course.*
- 2) there is room in the class.

Students may enroll in graduate or professional courses through the registrar's office provided that:

- 1) the student has successfully met prerequisites for the course.*
- 2) the student receives permission from the instructor and the chair or dean of the department in which the course is offered.
- 3) there is room in the class.

*Students must also meet all admission requirements in order to register for AOM courses.

POSTBACCALAUREATE PREPARATORY PROGRAM

Students who have earned a bachelor's degree may apply for admission to the postbaccalaureate preparatory program. This program is designed for students who are planning to apply for the MS in nutrition program at Bastyr University and intend to enroll in courses at the University totaling six (6) or more credits per term while fulfilling prerequisite requirements. Postbaccalaureate preparatory programs are individually designed to permit students to meet outstanding prerequisite requirements and must be completed within one year. Students enrolled in a preparatory program must meet standards of satisfactory progress and minimum standards of admissibility for the degree program in which they wish to matriculate. Bastyr University offers only a limited selection of prerequisite coursework. For detailed information, contact the admissions office.

Students enrolled in the postbaccalaureate preparatory program are eligible for financial aid. Please contact the financial aid office for an application packet or additional information.

PREREQUISITE WAIVERS

Some prerequisite course requirements may be waived based on documented learning experience. Applicants who wish to request such a waiver must submit a completed petition to waive a prerequisite form to the admissions office.

APPLICATION DEADLINES

Bastyr University accepts applications on a rolling basis until all available spaces are filled. Application dates are as follows:

Naturopathic Medicine

Early decision - November 15

Priority deadline - February 1

Master's and Bachelor's Programs

Priority deadline - March 15

Applications received after that time are welcome but are accepted on a space-available basis. Applicants who wish to apply for a quarter other than fall should first check with the admissions office to see if they qualify to begin courses out of sequence.

Applications for the Dietetic Internship program must be postmarked by the appropriate ADA application deadline (typically February 15).

INTERVIEWS

Interviews are required for clinical, professional, and certificate programs. Applicants are required to interview at the University's campus in Kenmore, Washington. Telephone interviews may be granted in exceptional circumstances.

SELECTION FACTORS

The programs at Bastyr University are committed to providing quality natural health education to all communities. Applications from under-represented minorities are encouraged. The University supports equality of educational opportunity and, therefore, does not discriminate on the basis of race, color, national origin, gender, sexual orientation, age, religion, creed, or handicap in admission or access to its programs and activities.

The University encourages students of diverse backgrounds and experience to apply. For detailed program information, refer to the required skills and abilities section (if applicable) in the appropriate school section.

ACCEPTANCE

Following completion of the application process a letter of acceptance is sent to those students selected. Those students who are making satisfactory progress toward the completion of their prerequisite requirements may be accepted with conditions. For these students, matriculation is contingent on successful completion of the requirements outstanding at the time of acceptance. The applicant must return a nonrefundable deposit to hold a place in the class

within two weeks of receipt of the acceptance letter. The deposit is credited toward tuition at registration. Applicants have six business days from the University's receipt of their deposit in which to request return of the deposit. Following this time, deposits are nonrefundable, even if applicants decide to reapply and enroll in a subsequent year.

Offers of admission are made for a specific quarter of a specific year. For most degree programs, students are admitted only in the fall quarter.

An admissions file may be examined by the student (with the exception of confidential recommendations) only after acceptance and enrollment. Files remain the property of the University, and information contained within cannot be returned to or copied for the student. Certain items submitted for admission to the University are not considered to be part of a student's permanent academic record. Those items are therefore purged from the file upon receipt by the registrar's office.

DEPOSITS

All candidates for admission who have been accepted into a program at Bastyr University are required to pay a nonrefundable deposit (\$200 for degree programs) to hold a place in the entering class. The deposit is credited toward the student's first quarter tuition. Applicants should be aware that the University may, without notice and at the discretion of the admissions committee, offer to another student the place of any applicant whose deposit has not been submitted within the specified time.

Accepted students who wish to take a summer course (i.e., general or organic chemistry), must pay a separate \$100 nonrefundable deposit to hold their place in the summer class. This summer quarter deposit is credited toward the student's summer tuition. Continuing students are not required to pay a deposit for summer courses.

Currently enrolled students who have been accepted into an additional program at the University are not required to pay a deposit.

DEFERRAL OF ENROLLMENT

Applicants who have accepted their offers of admission may request a deferral of their acceptance for up to one year. The admissions committee reviews the request and will either approve or deny the request. Those who are granted a deferral must pay the deposit for the year in which they initially intended to enroll by September 1. Deferred-acceptance students must also pay the deposit for

the next academic year by the priority application deadline for their program. If deferred-acceptance students fail to make the second deposit, the deferral is rescinded and the initial deposit forfeited. If deferred-acceptance students enroll, both deposits are credited to tuition. If deferred-acceptance students fail to enroll, both deposits are forfeited. Applicants who have not been admitted may request a deferral of their application.

GRADUATE-LEVEL TRANSFER CREDITS AND ADVANCED STANDING STATUS

Students who have completed professional programs may be considered for advanced standing status. Students who have attended, but not graduated from, similar graduate or professional programs may receive transfer credit for individual courses but are not considered advanced standing students. For transfer consideration, credits must be earned from an institution accredited by a regional accrediting agency that is recognized by the American Council on Education Commission on Recognition of Postsecondary Accreditation or from an institution accredited by the CNME, ACAOM or MEAC. Graduate and professional students must complete at least two-thirds of their credits at Bastyr University. Specific information regarding transfer and advanced standing status policies for the naturopathic medicine program is included in that school's section (page 70). Specific information regarding transfer policies for AOM programs are included in the acupuncture and Oriental medicine section (page 35).

UNDERGRADUATE AND COMMUNITY COLLEGE TRANSFER CREDITS AND RESTRICTED COURSES

Bastyr University accepts undergraduate transfer credits earned at any regionally accredited college or university, provided the courses are similar in content and taught at the same level as courses within the curricula of Bastyr University. As the University is an upper-division institution, all undergraduates are transfer students. A maximum of 135 quarter credits or 90 semester credits may be transferred toward an undergraduate degree. Ninety quarter or 60 semester credits may be transferred from a community college. An additional 10 credits may be accepted from a community college in the following areas if the content of the courses is determined to be equivalent to the required courses at Bastyr University: organic chemistry, anatomy and physiology, microbiology, statistics, developmental psychol-

ogy, abnormal psychology, social psychology, and psychology of personality. Once a student has matriculated into Bastyr, additional credits over 90 will not be transferred from a community college. All entering undergraduate students are required to have at least a 2.25 cumulative grade point average, with a grade of C (2.0) or better in all required courses. Transfer students who hold an approved direct transfer associate degree from a Washington state community college are given priority consideration in accordance with the Washington Inter-College Transfer and Articulation agreement. Admission to Bastyr University is competitive. All applicants are evaluated on the basis of academic records, narrative statement and applicable experience.

Undergraduate students may transfer a maximum of three quarter credits of one-credit physical education credits toward the required 180 graduation credits. A maximum of 15 vocational, technical, CLEP or military credits may be applied to the elective credit total. Non-college level mathematics courses below college algebra, such as basic algebra and intermediate algebra, may be used to satisfy the basic proficiency entrance requirement in math, but the credits are nontransferable. Other non-college courses, such as remedial composition and English as a second language, are also nontransferable.

For further information refer to the Academic Policies section on page 14.

APPLICANTS WHOSE FIRST LANGUAGE IS NOT ENGLISH

All applicants for whom English is a second language must present evidence of proficiency in the English language in one of the following ways:

- Official TOEFL exam results of 213 on the computer-based test or 550 on the paper-based test. (PBT). Internet-based test (iBT) scores are currently set at 79 with a minimum of 20 in the speaking section. The new Internet-based test can satisfy the TSE requirement if the minimum score in the speaking section is met.
- Official IELTS exam results of 6.5 or higher.*
- Two quarters or semesters of enrollment in liberal arts courses taught in English, totaling at least 15 quarter credits of college transferable credits (not including vocational coursework or English as a second language), completed in an accredited U.S. or Canadian school, with a GPA of 3.00 or greater (no single course less than a "C-" grade or a 1.7 on a 4.00 scale).

In addition, applicants to naturopathic medicine or the acupuncture and Oriental medicine

programs are required to present exam results for the following:

- Official TOEFL exam results of 213 on the computer-based test or 550 on the paper-based test or 79 on the Internet-based test (iBT) score.
- TSE (test of spoken English) with a score of 50 or greater. (Only students with paper-based or computer-based TOEFL exam scores will be required to complete this test).

TOEFL scores over two years old will not be accepted. The Bastyr University code for the TOEFL exam is #9839. Admitted students whose first language is not English may also be required to take additional elective credits and/or training to improve their language skills.

*The AOM program does not accept IELTS scores.

INTERNATIONAL STUDENTS

To be eligible for enrollment at Bastyr University, all international student applicants must submit an application, application fee, letters of recommendation, documentation of sufficient funds (see below), official transcripts or an evaluation sent from a foreign credential evaluation service, and a current photograph. Priority application dates for the natural health sciences programs are the following: February 1 for the naturopathic medicine program, March 15 for all other programs. Applicants who speak English as a second language are required to submit official exam results outlined in the section Applicants Whose First Language Is Not English. (See above.) Official transcripts from any college or university outside the United States or Canada must be translated and evaluated, course-by-course, by an independent evaluation service. The service forwards the evaluated transcript to Bastyr University, at the applicant's request. There is a charge for this evaluation. Forms are available from the service directly or through the admissions office at Bastyr University.

Limited dormitory housing is available. Most students rent an apartment or house in nearby areas.

International students must enroll as full-time, degree-seeking students and comply with all related immigration policies for the F-1 student visa program.

Federal laws require that international students maintain adequate health insurance while attending Bastyr University. All admitted F-1 students will be required to purchase coverage through Bastyr University or submit a waiver form providing docu-

mentation of comparable insurance coverage valid in the United States for the duration of study.

International students who have attended other medical school programs and are requesting advanced standing status in Bastyr University's naturopathic medicine program should ask for additional information about advanced standing status from the admissions office. These students must meet advanced standing requirements for the program to which they are seeking admission.

F-1 STUDENT VISAS

A nonimmigrant student and his/her spouse/children may be admitted into the United States in the F-1 classification during their course of full-time study. This does not include those applicants who hold dual citizenship, are lawful permanent residents (or have received confirmation from the U.S. Custom and Immigration Service [USCIS] of an adjustment of status to Lawful Permanent Resident), have a valid business visa, or, if by blood percentage, are 50 percent or more North American Indian. However, Bastyr University requires official documentation of such status. Students with current F-1 visas transferring to Bastyr University must forward a copy of their current I-20.

DOCUMENTATION OF SUFFICIENT FUNDS

To qualify for a student visa, applicants must provide complete and accurate documentation of sufficient funds to cover the cost of the first year of school, books and living expenses. Official bank statements, a signed letter of support or an affidavit of support (available from the USCIS), sponsor income verification, or other proof of liquid assets is required to document sufficient funds. The amount required to cover expenses for the first year is dependent upon the program of study and listed in the I-20 documentation work sheet, which is part of the application packet for international students.

FINANCIAL ASSISTANCE AND EMPLOYMENT

International students are not eligible for U.S. federal or state-funded student aid programs but may obtain private loans with a U.S. citizen or resident as a co-signer. Canadian students also have access to the Canadian federal student loan program and most provincial loans. Documentation of sufficient funding is required for F-1 students because off-campus employment is prohibited by the USCIS during the first year of study. International students are limited to no more than 20 hours a week of

on-campus employment while school is in session and may work full time during vacation periods, as long as they have maintained status and intend to register for the following term. Bastyr University has a very limited amount of international employment money available.

FINANCIAL AID

The role of the financial aid office at Bastyr University is to assist students in obtaining the funding they need to reach their educational goals.

Bastyr University participates in the full range of state and federal student financial aid programs. Student eligibility is determined following the state and federal regulations that apply to each particular aid program.

Graduate students primarily rely on federal educational loan programs, including subsidized and unsubsidized Stafford loans, GradPLUS loans and loans from the Perkins loan program. Employment opportunities are provided by the federal and state work study programs.

Additional support is provided by scholarship programs administered by Bastyr University from both endowed programs and University resources.

Undergraduate students are also eligible for all of the programs mentioned above but are also eligible for federal grants (Pell grants and Supplemental Educational Opportunity grants) and state grants (Washington State Need Grant and State Educational Opportunity Grant).

Private loan programs also provide a supplemental source of funding, offering funding to students at market rate interest. These loans require a positive credit history and/or a co-signer with good credit.

All international students are eligible for University funded scholarship and grants and for on-campus employment from University funds.

Financial Aid Deadlines: There are no formal University deadlines. However, undergraduate students are encouraged to apply by April 1 in order to receive consideration for several external grant programs with June deadlines. All students are encouraged to apply for financial aid at least 90 days before the first quarter of attendance.

Detailed information on application procedures, program costs, and financial aid funding patterns are published annually in the *Bastyr University Financial Aid Handbook*. You may request a copy from either the financial aid office or the admissions office. The *Bastyr University Financial Aid Handbook*

and financial aid application are also located on the Bastyr website and the student portal.

Satisfactory Academic Progress for Financial Aid

Federal student aid regulations mandate that students who wish to be considered for financial aid must be making satisfactory progress in a degree or certificate program. This requirement applies to the entire period of enrollment at Bastyr University, even though students may not have received financial aid for some periods of enrollment. Satisfactory academic progress is currently reviewed at the end of each spring quarter. It is also students' responsibility to monitor their own progress.

All students must meet the published academic standards for their individual programs. Students placed on suspension or limited suspension are not eligible for financial aid.

Undergraduate students awarded a State Need Grant or State Educational Opportunity Grant must complete at least 50 percent of the credits for which they received funding for that quarter. Failure to complete the required number of credits each quarter will result in cancellation of subsequent disbursements. Satisfactory academic progress is monitored at the end of each quarter for these two programs.

See the student portal under financial aid for the complete satisfactory academic progress policy for financial aid eligibility.