

# R·I·T

*Quality Programs for Successful Careers*

2006-2007

**APPLICATION FOR ADMISSION**

Please refer to the application timetable (below) to determine when you should file your application, based upon your applicant status and desired entry term. If you have any questions about the application process, please call the Undergraduate Admissions Office at (585) 475-6631 or NTID Admissions Office at (585) 475-6700 (voice or TTY). You may return your application form in the enclosed envelope, but keep the application timetable and instructions (pages A through D) for future reference.

## Application Timetable

Applicant Status	Entry Term	Application Deadlines	Notification Date
Freshman— <i>Early Decision</i>	Fall Quarter	Submit application, test scores and transcript by 12/1 (postmarked).	Early Decision notification by 1/15
Freshman— <i>Regular Decision</i>	Fall Quarter	Submit application, test scores and transcript by 2/1* (postmarked).	Regular Decision notification by 3/15
Freshman— <i>Regular Decision</i>	Fall Quarter	After 2/1* Applications reviewed on a space-available basis.	Notification 4–6 weeks after all documents received.
Freshman	Winter, Spring, or Summer Quarters	Applications received on a rolling basis.	Notification 4–6 weeks after all documents received.
Transfer	All Quarters	Applications received on a rolling basis.	Notification 4–6 weeks after all documents received.
National Technical Institute for the Deaf	All Quarters	Applications received on a rolling basis for NTID academic programs.	Notification 4–6 weeks after all documents received.

\*You must submit your application and academic records by February 1 to be considered for merit-based scholarships and the RIT Honors program.

## Application Checklist

Item	Mailed or Given to	Date
Application and \$50 Fee (or fee waiver)	Undergraduate Admissions Office	<input type="checkbox"/> _____
Secondary School Transcript Request	College Counselor at your school	<input type="checkbox"/> _____
Audiological Form* for all deaf and hard-of-hearing students	NTID Admissions Office	<input type="checkbox"/> _____
Request that required admission test scores be sent to RIT (RIT CEEB # 2760)	College Counselor, College Entrance Examination Board (SAT), or ACT	<input type="checkbox"/> _____
Art Portfolio (if required)	Undergraduate Admissions Office	<input type="checkbox"/> _____
(Candidates applying for need-based financial aid must also file Federal FAFSA form. RIT's federal code is 002806.)	Federal Processor	<input type="checkbox"/> _____

\*All deaf and hard-of-hearing students must submit the RIT Audiological Form or an official audiogram from a certified audiologist in order for their application to be considered.

RIT will admit and hire men and women; veterans; persons with disabilities; individuals of any race, creed, religion, color, national or ethnic origin, sexual orientation, age or marital status in compliance with all appropriate legislation.

# Application Instructions

Apply Online: [admissions.rit.edu](https://admissions.rit.edu)

## Applicant Status

You should apply to RIT as a **freshman** if you are currently in secondary school or have graduated from secondary school but have not yet attended college. You should apply to RIT as a **transfer** if you have attended any college **after graduating** from secondary school. Special information regarding admission as an Early Decision freshman, NTID or HEOP candidate is provided below.

## Early Decision Plan

If you're applying to RIT as a freshman and have identified RIT as your **first-choice** college, you may want to apply for an early review of your application through our Early Decision Plan. Please note that this plan is not an option for transfer applicants.

To apply for Early Decision, you should check the appropriate box in the Applicant Status section of your application and return your completed form along with all supporting credentials (including transcripts, SAT or ACT scores, and recommendation) by December 1 in order to receive your Early Decision notification by January 15.

Students who select RIT as their first-choice college after December 1 should contact the Undergraduate Admissions Office to discuss consideration options.

*If you are accepted to your designated first-choice academic program at RIT under the Early Decision Plan, you must submit a \$300 enrollment deposit by February 15 to reserve your place in the entering class.*

Early Decision candidates who are not accepted will, in most cases, be asked to submit midyear senior grades and will be reviewed a second time as part of the Regular Decision group of applicants. Candidates who are accepted to an alternate (second- or third-choice) program of study may request to be released from the conditions of the Early Decision Plan.

Early Decision candidates who desire an early estimate of financial aid eligibility should submit an "early version" financial aid application to RIT. This form will be mailed to all Early Decision applicants for admission.

## Regular Decision Plan

Most applications for admission to RIT are reviewed under our Regular Decision Plan. All transfer applicants, international applicants, and freshman applicants other than those choosing to apply as Early Decision candidates (see above) are reviewed as Regular Decision candidates.

Under this plan, freshman applicants for fall quarter (September) entry who have provided **all** required application materials by February 1 will receive admission notification by March 15. Freshmen who apply for fall quarter admission after February 1 are notified of admission decisions on a space-available basis four to six weeks after their application is complete. Candidates who submit their applications and academic records by February 1 will be considered for RIT's merit-based scholarship programs (academic and extracurricular) and the RIT Honors program.

All applications for transfer admission, and all freshman applications for winter, spring, or summer quarter entry, are reviewed on a "rolling" basis, with notification letters mailed four to six weeks after the application is complete. All applications filed by international students are also reviewed and notified on a "rolling" basis.

## Deaf and Hard-of-Hearing Applicants

Deaf or hard-of-hearing students may apply for admission to programs offered at the National Technical Institute for the Deaf (NTID) or to any other college of RIT. *Applicants should check the appropriate box in the Applicant Status section of the application in order to apply for educational access and support services (such as sign language interpreters, speech-to-text translation services, notetakers, tutors), and to receive the federally supported tuition rate for deaf and hard-of-hearing students.*

Applications for NTID's associate degree programs are reviewed on a "rolling" basis, with admission notification four to six weeks after all materials have been received. Applicants seeking admission to programs offered by other RIT colleges should follow the application instructions for RIT's Early Decision or Regular Decision Plan.

## Higher Education Opportunity Program

The Higher Education Opportunity Program (HEOP) provides educationally and financially disadvantaged residents of New York State with access to independent colleges and universities throughout the state by providing special academic support services and financial assistance.

New York State residents who wish to be considered for admission through HEOP should check the box for HEOP admission in the Applicant Status section. HEOP candidates must also be prepared to submit financial documentation to determine HEOP eligibility. The Undergraduate Admissions Office will request this information once your application has been received. *Please contact our HEOP Office at (585) 475-2221 to discuss HEOP financial eligibility guidelines before applying.*



HEOP admission is available only to students who have not previously attended college, or to transfer students who were part of their previous college's EOP or HEOP program. Candidates are encouraged to request a waiver of the normally required \$50 application fee if needed.

## International Applicants

International students may use this application form or RIT's International Student Application. Students whose native language is not English must submit results of the Test of English as a Foreign Language (TOEFL) examination. International applicants applying for fall quarter (September) admission should have all educational records and admission materials on file by May 1. Applications are reviewed on a "rolling" basis, with admissions notification four to six weeks after all materials are received by RIT. International applicants who are deaf should apply for support services provided through the National Technical Institute for the Deaf (NTID).

## Program Selection

When you apply for admission to RIT, you are asked to select a specific academic program as part of our admission process. This is important because we offer a variety of academic programs, and admission requirements may differ from one program to another. In this section, you will select the academic program you want to study at RIT. *The programs and their corresponding codes are listed on pages C and D. Please refer to this list when indicating your program choice.*

If you do not feel ready to select a specific academic program, you may apply for admission to one of the "undeclared option" programs offered by several RIT colleges, or choose the RIT Exploration Program offered in our College of Liberal Arts.

If you do not meet the requirements for admission to your first-choice program of study, or if that program has filled all available spaces, you will not be offered admission to that program. You may, however, be offered admission to a second- or third-choice alternate program if you have selected one. Applicants who choose alternate programs from different colleges within RIT are more likely to be admitted to one of their chosen programs.

## Academic Transcripts

This application packet includes a Secondary School Transcript Request Form. If you are applying for freshman admission, you should take this form to your high school guidance office to be completed and returned to RIT with an official copy of your transcript.

If you are a transfer applicant, you should request immediate forwarding of official college transcripts from all colleges previously attended. If you have completed fewer than 30 semester hours or 45 quarter hours, you must also submit official secondary school transcripts. If you are currently enrolled in college, please be sure to submit the Transfer Course List to indicate any courses you will complete before entering RIT. You may complete the Transfer Course List on the Web at [www.rit.edu/admissions](http://www.rit.edu/admissions).

## Portfolio Requirements

All students applying for admission to the School of Art, School of Design, School for American Crafts, or NTID's Art and Computer Design program must submit an art portfolio for consideration. The portfolio should consist of ten to twenty pieces of the student's best work, submitted on 35mm slides or a digital CD. *Please review the portfolio instructions available at <http://admissions.rit.edu/applyonline.php3> before submitting your portfolio.*

Students who wish to make special arrangements to show their art portfolio while visiting campus should contact the Undergraduate Admissions Office. Applicants who are deaf or hard of hearing should contact NTID Admissions.

Transfer applicants to the School of Photographic Arts and Sciences seeking credit for previous photography courses must submit a photography portfolio for credit evaluation. Photography portfolios are not required for freshman admission.

## Required Admission Tests (RIT CEEB # 2760)

All freshman applicants must submit results from the SAT Reasoning Test (SAT-I) of the College Entrance Examination Board or ACT assessment scores from the ACT Testing Program. Applicants should have the testing agency send SAT or ACT scores directly to RIT or have scores included on their high school transcript. RIT will accept results from any test date ("old" or "new" SAT), and ACT or SAT examinations are equally acceptable for admission consideration. The ACT's optional writing test is recommended but not required for those students who choose the ACT.

International students whose native language is not English must submit results of the Test of English as a Foreign Language (TOEFL) and are encouraged to also submit SAT or ACT results if available.

## Honors Program Admission

Prospective students begin the Honors program admission process by submitting RIT's Application for Undergraduate Admission along with secondary school transcripts and SAT or ACT scores. These materials must be submitted no later than February 1. Applications postmarked by February 1 are reviewed by the Undergraduate Admissions Office to select a limited number of candidates who are then invited to submit additional application materials required by the Honors program.

## Important E-mail Instructions

Providing us with a correct and current e-mail address is important. E-mail is how we most often communicate with you throughout the application process. We recommend that you add [admissions@rit.edu](mailto:admissions@rit.edu) to your address book and remove any spam blockers that may obstruct our e-mail, and that you frequently check the e-mail address provided.

# Undergraduate Day Programs

## College of Applied Science & Technology

Program Code	Engineering Technology*
ITFC	Civil Engineering Technology
ITFP	Computer Engineering Technology
ITFE	Electrical Engineering Technology
ITFL	Electrical/Mechanical Engineering Technology
ITFF	Manufacturing Engineering Technology
ITFM	Mechanical Engineering Technology
ITFG	Telecommunications Engineering Technology–Management
ITFT	Telecommunications Engineering Technology–Technical
ITFZ	Undeclared Engineering Technology

*\*Please note that the engineering technology degree programs offered in RIT's College of Applied Science and Technology differ in focus and entrance requirements from programs offered in RIT's College of Engineering. Please review admission materials for additional information before choosing your program.*

### Environmental Management

IEME	Environmental Management & Technology
IEMS	Safety Technology

### School of Hospitality & Service Management

ISMK	Hospitality & Service Management
ISMD	Nutrition Management
ISMU	Undeclared Option

### Multidisciplinary Studies

IMDF	Applied Arts & Science (transfer applicants only)
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### Packaging Science

IPKT	Packaging Science
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## College of Business

BBUA	Accounting
BBUF	Finance
BBUT	International Business
BBUG	Management
BBUI	Management Information Systems
BBUM	Marketing
BREP	Graphic Media Marketing
BBUU	Undeclared Business

## College of Computing & Information Sciences

VNSA	Applied Networking & System Administration
VCSG	Computer Science
VKSF	Information Technology
VKSW	Information Technology/New Media
VKSM	Medical Informatics
VSEN	Software Engineering

## College of Engineering

EECC	Computer Engineering
EECS	Computer Engineering–Software Engineering Option
EEEE	Electrical Engineering
EEEM	Electrical Engineering–Biomedical Engineering Option
EEEC	Electrical Engineering–Computer Engineering Option
EIEI	Industrial & Systems Engineering
EIEE	Industrial & Systems Engineering–Ergonomics Option
EIEY	Industrial & Systems Engineering–Information Systems Option
EIEN	Industrial & Systems Engineering–Manufacturing Option
EMEM	Mechanical Engineering
EMEA	Mechanical Engineering–Aerospace Option
EMEV	Mechanical Engineering–Automotive Option
EMED	Mechanical Engineering–Bioengineering Option
EMEE	Mechanical Engineering–Energy & Environment Option
EMCR	Microelectronic Engineering
EENG	Engineering Exploration (Undeclared Option)

## College of Imaging Arts & Sciences

### School of Art

JADF	Fine Arts Studio◆
JADL	Illustration◆
JADM	Medical Illustration◆
JADA	Undeclared Option◆

### School of Design

JADC	Graphic Design◆
JADU	Industrial Design◆
JADI	Interior Design◆
JADW	New Media/Design & Imaging◆
JADA	Undeclared Option◆

### School for American Crafts

JSCC	Ceramics & Ceramic Sculpture◆
JSCG	Glass & Glass Sculpture◆
JSCM	Metals & Jewelry Design◆
JSCW	Woodworking & Furniture Design◆
JSCA	Woodworking–AOS◆
JSCU	Undeclared Option◆

### School of Film & Animation

JPHQ	Film/Video/Animation
JPHF	Digital Cinema

### School of Photographic Arts & Sciences

JPHD	Advertising Photography*
JPHA	Fine Art Photography*
JPHR	Photojournalism*
JPHB	Biomedical Photographic Communications*
JPHT	Imaging & Photographic Technology*
JPHU	Visual Media*

### School of Print Media

JPRV	Graphic Media
JPRW	New Media/Publishing

## College of Liberal Arts

GPTA	Advertising & Public Relations
GCJC	Criminal Justice
GECN	Economics
GSSI	International Studies
GPTC	Professional & Technical Communication
GPSY	Psychology
GPPD	Public Policy
GLAT	RIT Exploration Program (for undecided students)
GSSU	Urban and Community Studies (pending NYS approval)

## National Technical Institute for the Deaf

### Interpreting Programs

NITA	ASL-English Interpretation—AAS degree
NITF	ASL-English Interpretation—BS degree

(Deaf and hard-of-hearing students: see additional program listings on page D)

## College of Science

SMAM	Applied Mathematics
SMAS	Applied Statistics
SCHB	Biochemistry
SBIB	Biology
SSBS	Biomedical Sciences
SBIT	Biotechnology
SBIF	Biotechnology—Bioinformatics Option
SBIC	Bioinformatics
SCHC	Chemistry
SCHW	Chemistry–Environmental Option
SMAC	Computational Mathematics
SCLS	Diagnostic Medical Sonography (Ultrasound)
SCLT	Diagnostic Medical Sonography—Certificate
SBIV	Environmental Science
SIMG	Imaging Science
SCLP	Physician Assistant Program
SPSP	Physics
SCHM	Polymer Chemistry
SSEG	General Science Exploration (Undeclared Option)

Premedical/Preoptometry/  
Preveterinary/Pre dental Studies\*\*

*\*\*A preprofessional advising program is provided by the College of Science. Applicants should select a degree program code from programs listed above.*

◆A portfolio is required for admission.

\*Transfer applicants seeking credit for previous photography courses must submit a photography portfolio for credit evaluation. Photography portfolios are not required for freshman admission.

# The National Technical Institute for the Deaf (NTID)

<i>Program Code</i>	<b>Associate Degree Programs*</b>	<b>Associate Degree Transfer Programs**</b>	<b>Interpreting Programs</b>
NBNA	Accounting Technology	NACT Applied Computer Technology	NITA American Sign Language-English Interpretation—AAS degree
NOTA	Administrative Support Technology	NBSA Business	NITF American Sign Language-English Interpretation—BS degree
NACA	Applied Computer Technology	NAMA Applied Mechanical Technology (pending NYS approval)	
NAGA	Art & Computer Design	<b>Career Exploration Studies</b>	
NAUA	Automation Technologies—Robotics	NCXU Career Exploration/Undecided	
NBBO	Business Technology	<b>Pre-baccalaureate Programs</b>	
NCDA	Computer Aided Drafting Technology	NAPB Business Pre-baccalaureate	
NMTO	Computer Integrated Machining Technology	NAPI Computer Technology Pre-baccalaureate	
NDIA	Digital Imaging & Publishing Technology	NAPC Criminal Justice Pre-baccalaureate	
NLSA	Laboratory Science Technology	NAPE Engineering Technology Pre-baccalaureate	
NOFA	Applied Optical Technology	NAPF Fine Arts Pre-baccalaureate	
		NAPS Science Pre-baccalaureate	
		NAPQ Undecided Pre-baccalaureate	

\* Transfer of credits into other RIT colleges varies by program.

\*\* Applied Computer Technology AS degree provides direct transfer to RIT's BS in Information Technology. Business AS degree provides direct transfer to BS programs in RIT's College of Business.

## Part-time and Evening Programs

These degree programs are primarily for part-time study. Please limit choice to one.

Please note that RIT also offers 35 certificate-level programs not listed below. Students who wish to matriculate in a certificate program should request a certificate application from the Office of Part-time Enrollment Services at (585) 475-2229 or e-mail opes@rit.edu.

### College of Applied Science & Technology

<i>Program Code</i>	<b>Center for Multidisciplinary Studies</b>
ICEA	Accounting—AAS†
IMDD	Applied Arts & Sciences—diploma
IMDB	Applied Arts & Sciences—AAS, BS
ICEB	Business Administration—AAS†
ICEG	General Management—AAS†
ICEI	Logistics & Transportation Management—AAS†
ICEC	Management Development—diploma
ICEM	Marketing—AAS†
ICEF	Human Resource Administration—AAS†

	<b>Engineering Technology</b>
ITPP	Computer Engineering Technology—BS‡
ITPE	Electrical Engineering Technology—BS‡
ITPM	Mechanical Engineering Technology—BS‡
ITPF	Manufacturing Engineering Technology—BS‡
ITPG	Telecommunications Engineering Technology/Management—BS‡
ITPT	Telecommunications Engineering Technology/Technical—BS‡
ITPL	Electrical/Mechanical Engineering Technology—BS‡
ITPA	Electrical Technology—AAS
ITPD	Mechanical Technology—AAS
ITPJ	Manufacturing Technology—AAS

	<b>Environmental Management</b>
IEMG	Environmental Management & Technology—BS
IEMS	Safety Technology—BS

### College of Business

BBEG	Management—BS
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### College of Computing & Information Sciences

VNSK	Applied Networking & System Administration—AAS, BS
VCSY	Computer Science—AS
VCSX	Computer Science—BS
VKSZ	Information Technology—AAS, BS

### College of Engineering

EENX	Engineering Science—AS
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### College of Imaging Arts & Sciences

JADX	Fine & Applied Arts—diploma
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### College of Liberal Arts

GCJX	Criminal Justice—BS‡
	Extended Day Schedule§
GECZ	Economics—BS

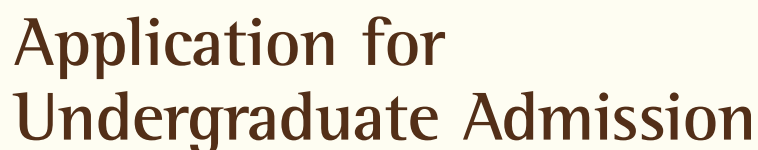
### College of Science

SCHX	Chemistry—BS
	Extended Day Schedule§

† These AAS degree programs are fully transferable to RIT's College of Business.

‡ Admission to these programs requires appropriate associate degree or equivalent.

§ Courses scheduled late afternoon or evening to facilitate part-time study.



## Personal Data

U.S. Social Security Number									Month		Day		Year		Male		Female	
Date of Birth																		

Name

Last	First	Middle
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### Permanent Address

Number and Street	City	State	Zip Code
Country (if New York State)		Country (if other than U.S.)	

### Electronic Addresses

E-mail Address	AOL™ IM Screen Name
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## Telephone

( )	( )	( )
Current Number	TTY Number (if applicable)	Mobile Number

**Mailing Address**  
(If different)

Number and Street	City	State	Zip Code
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## Applicant Status

Are you applying for admission as a ☐ Freshman? ☐ Transfer?

Are you applying under RIT's Early Decision Plan? (See instructions) ☐ Yes ☐ No

Are you applying for access/support services from RIT's National Technical Institute for the Deaf? ☐ Yes ☐ No

Are you applying through RIT's HEOP Program? (NY residents only—see instructions) ☐ Yes ☐ No

Please indicate the calendar year and academic quarter you plan to enroll.

☐ 2006      ☐ 2007      ☐ Fall  
(September)      ☐ Winter  
(December)      ☐ Spring  
(March)      ☐ Summer  
(June)

Do you wish to enroll as a full-time or part-time (fewer than 12 credits/quarter) student? ☐ Full-time ☐ Part-time

Have you applied to RIT before? ☐ Yes ☐ No If yes, when? \_\_\_\_\_

## College and Program Selection

Please list the RIT college that best fits your academic interests and indicate the name and corresponding code of your first-choice program of study (see code listing on pages C & D).

1. \_\_\_\_\_

*RIT College*                      *Program Name*                      *Program Code*

## Alternate Program Selection

If we are unable to offer you admission to your first-choice program and you would like to be considered for alternate programs, please list them below in order of preference.

2. \_\_\_\_\_

*RIT College*                      *Program Name*

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*Program Code*

3. \_\_\_\_\_

*RIT College*      *Program Name*      *Program Code*

☐ Please check here if you plan to pursue the program(s) listed above to prepare for admission to a medical, dental, optometry, or veterinary school. A premedical studies adviser will assist you at RIT.

## Citizenship

Are you a U.S. citizen? ☐ Yes ☐ No ☐ Permanent Resident

Will you need a visa form (I-20 or DS2019) issued by RIT? ☐ Yes ☐ No (If you have a visa, indicate type \_\_\_\_\_)

Citizenship (if not U.S.) \_\_\_\_\_ Country of Birth \_\_\_\_\_

## Educational Data

Please list below any schools you have previously attended and any you are currently attending, indicating the most recent school first. Freshman applicants should also provide test scores and senior year classes as requested below.

### High School(s) Attended

CEEB Code (if known)	Name and Address of High School	Starting Month/Year	Ending Month/Year	Date of Graduation
	1		to	
	2		to	
	3		to	

**Senior Year Classes** Please list any academic classes you are taking this year.

First Semester or Trimester	Second Semester or Trimester	Third Trimester (if applicable)

**Test Scores** Indicate the date you plan on taking required admission tests. If you have already taken a test, indicate your score.

Test Type (SAT, ACT or TOEFL)	Test Scores	Date Taken	OR Date to Be Taken

**College(s) Attended** Please provide information below and review academic transcript requirements on page B.

CEEB Code (If known)	Name of College and Major Field (Including RIT)	Starting Month/Year	Ending Month/Year	Degrees Received
	1		to	
	2		to	
	3		to	

**Phi Theta Kappa** Are you a member of the Phi Theta Kappa honorary society at your college?

(Transfer Students) ☐ Yes ☐ No Date of Induction: \_\_\_\_\_



## School and Community Activities

Please list the activities in which you have been most involved. Include years participated, leadership positions, and if you plan to participate in a similar activity at RIT.

Activity	Grade Level					Hours per week	Weeks per year	Positions held, honors won	Participate at RIT?
	9	10	11	12	PG				
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>				<input type="checkbox"/>

## Work Experience

Please list paid or volunteer work experience you have had, dates of employment and the number of hours per week you worked.

Employer	Position	Dates of Employment	Hours/Week

## Family Information

Relative	Full Name	Who Do You Live With?	Occupation	Education: Please List Degrees and Name Colleges Attended
Parent 1		<input type="checkbox"/>		
Parent 2		<input type="checkbox"/>		
Brother or Sister		<input type="checkbox"/>		
Brother or Sister		<input type="checkbox"/>		
Brother or Sister		<input type="checkbox"/>		
Spouse		<input type="checkbox"/>		

**Parent 1 Home Address** \_\_\_\_\_  
 Number and Street City State Zip Code

**Parent 1 E-mail Address** \_\_\_\_\_ **Parent 1 Telephone** \_\_\_\_\_

**Parent 2 Home Address** \_\_\_\_\_  
*(If different from above)* Number and Street City State Zip Code

**Parent 2 E-mail Address** \_\_\_\_\_ **Parent 2 Telephone** \_\_\_\_\_  
*(If different from above)* *(If different from above)*

**RIT Employment** Are you an RIT employee or a dependent of an RIT employee? ☐ Yes ☐ No

**RIT Alumni** Did one (or both) of your parents graduate from RIT? ☐ Yes ☐ No

**RIT Students** Please list names of family members currently attending RIT: \_\_\_\_\_

**Deaf Family Members** Please list family members who are deaf or hard of hearing: \_\_\_\_\_

## Personal Conduct

Have you ever been subjected to disciplinary action by any school, college or university, or convicted of a violation of any state or federal law, other than a minor traffic violation? ☐ Yes If yes, explain fully on an attached sheet. ☐ No





# Secondary School Transcript Request

Please fill in the Applicant Section below and give this form to your secondary school counselor. Be sure to give your counselor time to fill out this form before the due date. After completing the form, your counselor should send it to:

**Rochester Institute of Technology**  
**Undergraduate Admissions Office**  
**60 Lomb Memorial Drive**  
**Rochester, NY 14623-5604**

## Due Dates (Postmark)

Early Decision Plan      December 1  
Regular Decision Plan      February 1

**Applications completed after February 1  
will be reviewed on a rolling basis.**

## Applicant Section:

Name \_\_\_\_\_  
Applicant's full legal name—last name first

Address \_\_\_\_\_

Social Security Number \_\_\_\_\_ Date of Birth \_\_\_\_\_

School Name \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Are you applying under the Early Decision Plan? ☐ Yes ☐ No

## Counselor Section: (Please note that lack of rank and GPA will make this application more difficult to process)

CEEB CODE \_\_\_\_\_ Entered \_\_\_\_\_ ☐ Withdrew \_\_\_\_\_ ☐ Will graduate \_\_\_\_\_  
month & year month & year month & year

### Class Rank

The candidate ranks \_\_\_\_\_ in an entire class numbering \_\_\_\_\_ during the period from \_\_\_\_\_ to \_\_\_\_\_.

The rank is ☐ weighted ☐ unweighted. If there are other students tied at that rank, how many share the same ranking? \_\_\_\_\_

If a precise rank is not available, indicate the rank to the nearest tenth from the top. \_\_\_\_\_

Of last year's graduating class, percentage of students attending: four-year \_\_\_\_\_ two-year \_\_\_\_\_ college or university.

### Grade Point Average

The applicant's cumulative GPA is \_\_\_\_\_ on a \_\_\_\_\_ scale, covering a period from \_\_\_\_\_ to \_\_\_\_\_.

This GPA is ☐ weighted ☐ unweighted. The applicant's highest possible GPA is \_\_\_\_\_.

Your school's minimum passing grade is ☐ 60 ☐ 65 ☐ 70 ☐ other (specify) \_\_\_\_\_.

In comparison to other college preparatory students at your school, this applicant's course selection is:

☐ most demanding ☐ very demanding ☐ demanding ☐ average ☐ less demanding

### Standardized Test Scores

SAT Scores*			
Reading	Math	Writing	Date

ACT Scores						
Eng	Math	Read	Sci	Writing	Comp	Date

SAT II Subject Tests		
Subject	Score	Date

TOEFL (international applicants)					
Total Score	Listening	Writing	Reading	Speaking	Date

\*RIT will accept results from any test date ("old" or "new" SAT). If providing "old" SAT scores please use the reading section above to report the verbal score.

**Counselor Recommendation** Please rank applicant in the following categories:

	Below Average	Average	Above Average	Excellent (top 10%)	Outstanding (top 5%)
Academic promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Character and personal promise	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
Potential for success at RIT	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

## Mainstream Program

If applicant is deaf or hard of hearing, please indicate if the student has been mainstreamed and any access/support services received:

Years mainstreamed \_\_\_\_\_ ☐ Interpreter ☐ Tutor ☐ Notetaker ☐ Speech-to-text Services  
☐ Resource Room ☐ Self-contained Classroom

## Summary and Recommendation

Please write a summary appraisal of the applicant. We are particularly interested in observations about character, motivation, ability and any special talent or quality. Please describe any special factors that should be considered in interpreting the applicant's record, such as unusual home conditions or illness. Please don't hesitate to attach a copy of a letter you have already written on behalf of this applicant.

[illegible]

Counselor Signature: \_\_\_\_\_ Date: \_\_\_\_\_

Name (please print): \_\_\_\_\_ Title: \_\_\_\_\_

E-mail Address at School: \_\_\_\_\_ Telephone Number at School: \_\_\_\_\_

## Early Decision

If the student is applying under RIT's Early Decision Plan (indicated on front page), please read the following and sign below:

I have discussed Early Decision consideration with this applicant. The applicant understands Early Decision is a first-choice plan.

Signature \_\_\_\_\_

Date \_\_\_\_\_

## Transcript

An official copy of the applicant's secondary school record should be included with this form.

## Profile

Please include a copy of your school's profile (information about curriculum, percentage of graduates going on to college, standardized-test scores and the like).