



376 HALE STREET • BEVERLY, MA 01915 • (978) 921-1000 • FAX (978) 232-2520

Application Deadlines

Fall Admission:

Freshmen students - February 15th

Transfer and international students - March 15th

Spring Admission:

All Students - December 15th

We may continue to accept applications thereafter on a space-available basis; however some programs reach capacity early in the application cycle.

Procedures

Applicants are encouraged to submit their application, essay and \$50 non-refundable application fee online at endicott.edu/applynow. This document can be used to apply for admission if accompanied with an essay and application fee.

A completed application will include the following supporting documents:

- A response to one of the three essay statements located on our *Application for Admission*. (The essay should be submitted electronically with the online application.)
- An official transcript of your high school or secondary school record including senior year first quarter/marking period grades.
- One letter of recommendation from your guidance counselor and/or teacher.
- Although not required, you may submit a resume highlighting student leadership, extracurricular involvements, athletic activities, work experience, and other secondary school accomplishments.
- **Test Optional:** Scholastic Assessment Test (SAT) or American College Test (ACT) scores are optional with the exception of applicants with majors in athletic training, early childhood education and elementary education licensure, nursing, and all secondary education teacher licensure programs.

Transfer students should send the materials listed above, official transcripts from all colleges attended, and an *Endicott Transfer Recommendation Form* (available at endicott.edu/admission).

International students should submit the materials listed above, as well as official results of Test of English as a Foreign Language (TOEFL or IELTS) and a declaration of finances indicating the applicant's or a sponsor's ability to pay the costs required to attend college in the United States. This information is required by the United States government and will be held in the strictest confidence.

SAT or ACT scores are recommended, but not required.

Art Portfolios

Students planning to major in one of the art or design programs are strongly encouraged to submit a portfolio of their artwork for review by the School of Visual and Performing Arts. The portfolio evaluation will augment the *Application for Admission*. The portfolio should include the following:

- 10-15 samples of the candidate's artwork. Examples in various media are suggested—such as drawing, ceramics, photography, drafting, or graphics—rather than a concentration of images in one medium or discipline.

All portfolios should be submitted through Slideroom. In order to submit your portfolio please visit <https://endicottcollege.slideroom.com/>. Submit your Slideroom portfolio by January 15.

Upon receipt of the portfolio, the dean, department, chair, and appropriate faculty will review the work. The evaluation will then be sent to the Admission Office as a supplemental assessment tool.

Application Checklist

Please type or print all information and submit the following materials:

- ☐ A completed Endicott College *Application for Admission* accompanied by a **\$50 non-refundable application fee payable to Endicott College.**
Please remember to sign the application and have your parent or guardian also sign if you are under 18 years of age. If you have submitted an online application, you will submit an electronic signature page.
- ☐ Email address. Please provide an email address we may use to correspond with you throughout the year.
Please note that we will use the address to provide you with important information.
- ☐ Indicate the intended program of study on the front page of the *Application for Admission* by checking only one box.
(If you wish to change your program of study after admission, you must request the change in writing from the Office of Admission.)

Arrange to have the following information sent along with your application or under separate cover:

- ☐ A response to one of the three statements located on our *Application for Admission*. (The essay should be submitted electronically with the online application.)
- ☐ An official transcript of your high school or secondary school record including senior year first quarter/marking period grades.
We ask that you have your guidance counselor or principal forward this information directly to the Office of Admission. Applicants who have not graduated from high school must submit a GED certificate issued by their state Department of Education.
Internationally educated applicants whose educational documents are in a foreign language are required to have their credentials translated into English by an official from the secondary school. Endicott reserves the right to require that internationally educated applicants have their credentials evaluated by an approved external agency. This agency will certify the validity of the documents and determine if and how the potential transfer credits apply within the United States educational system.
- ☐ One letter of recommendation from your guidance counselor and/or teacher. (Transfer students may submit a letter of recommendation from an instructor or other academic source.)
- ☐ Although not required, you may submit a resume highlighting student leadership, extracurricular involvements, athletic activities, work experience, and other secondary school accomplishments.
- ☐ **Test Optional:** Scholastic Assessment Test (SAT) or American College Test (ACT) scores are optional with the exception of applicants with majors in athletic training, early childhood education and elementary education licensure, nursing, and all secondary education teacher licensure programs. The College requests that test scores be sent directly from ETS (code 3369) or ACT (code 1824). (There may be a delay in recording test scores if you choose not to provide your social security number to the testing service. Please notify our office so that we can verify your scores manually.)
- ☐ **Transfer Students:** Official college transcripts from all colleges attended and an *Endicott Transfer Recommendation Form* (available at endicott.edu/admission).
- ☐ **International Students:** TOEFL or IELTS scores and a declaration of finances indicating the applicant's or a sponsor's ability to pay the costs required to attend college in the United States. *SAT or ACT scores are recommended, but not required.*
- ☐ **Art Majors:** Students applying to art therapy, graphic design, interior design, photography, or studio art are encouraged to submit portfolios of their artwork by **January 15** for review by the School of Visual and Performing Arts. Please follow the procedures noted in the Art Portfolios section of the previous page.

Please Note: Once the Office of Admission has received your application, you will receive an email with your USERNAME, PASSWORD, and instructions for checking our website to ensure our office has received all your required materials. It may take up to two weeks to receive and post some materials; therefore, you should check the website periodically for updates. If after the suggested two weeks you find a discrepancy, please notify the Office of Admission. Admission decisions will **not** be posted on the website. You will be notified by mail once a decision has been made.

Applications will not be considered by the Admission Review Committee until ALL of the materials listed above have been received in the Office of Admission. Once the application is complete, we traditionally notify candidates by mail of an admission decision within approximately three to five weeks.

Please send all application materials to:

Office of Admission • Endicott College • 376 Hale Street • Beverly, MA 01915



ENDICOTT COLLEGE

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Application For Admission

PLEASE refer to APPLICATION INSTRUCTIONS and APPLICATION CHECKLIST

FULL NAME _____

Last/Family Name

First (Legal)

Middle

Maiden Name

SOCIAL SECURITY NUMBER _____ - _____ - _____ (Required if you intend to apply for financial aid and/or the education tax credit.)

EMAIL ADDRESS _____

Please provide an email address we may use to send you important information.

PERMANENT MAILING ADDRESS _____

CITY _____ STATE or COUNTRY _____ ZIP or POSTAL CODE _____

HOME TELEPHONE _____ - _____ - _____ CELL _____ - _____ - _____

DATE of BIRTH _____ / _____ / _____ PLACE of BIRTH _____

Month

Day

Year

City, State, Country

Note - If different from above, please give your mailing address for all admission correspondence.

CURRENT MAILING ADDRESS _____ Eff. date: From _____ To _____

CITY _____ STATE or COUNTRY _____ ZIP or POSTAL CODE _____

Please check the appropriate items:

Entrance Date

☐ Fall - 20____

☐ Spring - 20____

Housing

☐ Resident

☐ Commuter

Gender*

☐ Female

☐ Male

Citizenship

☐ U.S. Citizen

☐ Permanent Resident

☐ International Citizen of: _____

Race and Ethnicity - Optional Information (*)

Are you Hispanic or Latino? (choose only one)

☐ Yes, Hispanic or Latino ☐ No, not Hispanic or Latino

What is your race? (choose one or more)

☐ American Indian/Alaska Native ☐ White

☐ Black or African American ☐ Asian

☐ American Indian/Alaska Native

☐ Native Hawaiian/other Pacific Islander

☐ Unknown/Other (explain)

(*) These questions are being asked to furnish statistics as required by the Department of Education.

Application Status

☐ First Year

☐ Full-time

☐ Transfer

☐ Part-time

PROGRAMS OF STUDY: By choosing only one square, please indicate your intended academic program of study.

☐ Accounting

☐ Applied Mathematics

☐ Applied Mathematics:

Actuarial Science

☐ Art Therapy

☐ Athletic Training

☐ Bioengineering

☐ Biology/Biotechnology

☐ Biology/Biotechnology:

Secondary Education

Teacher Licensure

☐ Business Management

☐ Communication

☐ Computer Science

☐ Criminal Justice

☐ Digital Media:

Digital Filmmaking

☐ Digital Media:

Digital Journalism

☐ Education:

Early Childhood Education

Teacher Licensure

☐ Education:

Educational Studies

☐ Education:

Elementary Education

Teacher Licensure

☐ Education:

Secondary Education

Teacher Licensure

☐ Engineering

☐ English:

Creative Writing

☐ English:

Literature and Language

☐ English:

Secondary Education

Teacher Licensure

☐ Entrepreneurship

☐ Environmental Science

☐ Environmental Science:

Secondary Education

Teacher Licensure

☐ Exercise Science

☐ Finance

☐ Graphic Design

☐ History

☐ History:

Secondary Education

Teacher Licensure

☐ Hospitality Management

☐ Hospitality Management:

Events Management

☐ Hospitality Management:

International Hospitality

Management

☐ Hotel and Resort Management

☐ Interior Design

☐ International Business

☐ International Studies

☐ Liberal Studies

☐ Marketing

☐ Marketing Communication/

Advertising

☐ Mathematics:

Secondary Education

Teacher Licensure

☐ Nursing

☐ Photography

☐ Political Science

☐ Psychology

☐ Sport Management

☐ Studio Art:

Art Education Teacher Licensure

☐ Studio Art:

2-D in Drawing, Painting,

and Printmaking

☐ Studio Art:

3-D in Ceramics, Sculpture,

and Installation

☐ Studio Art:

Intermedia: Digital Media

and Mixed Media

Endicott is a test-score optional institution. Standardized test scores are not required, with the exception of applications for athletic training, early childhood education and elementary education licensure, nursing, and all secondary education teacher licensure programs. If you choose to submit your scores, the Endicott College codes are: SAT: 3369; ACT code: 1824.

Please check only one: ☐ NO (do not consider my test scores) ☐ YES (consider my test scores)

Have you ever been found responsible for a disciplinary violation from any school that resulted in disciplinary action, or convicted of a misdemeanor or felony?

☐ NO ☐ YES (If yes, include an explanation of the circumstances.)

High School/College Information

High School Name _____ Date of Graduation _____
Address _____ HS CEEB# _____
City _____ State or Country _____ Name of Guidance Counselor _____
Zip or Postal Code _____ H.S. Telephone _____ - _____ - _____ G.C. Telephone _____ - _____ - _____

Transfer Students Only:

College Attended _____ From _____ To _____
College Attended _____ From _____ To _____
College Attended _____ From _____ To _____

Parent/Guardian

Name _____ Relationship _____
Address _____
City _____ State _____ Zip _____
Home Telephone _____ - _____ - _____
Employer _____
Occupation _____
Business Telephone _____ - _____ - _____
Email _____

Highest Level of Education:

☐ High School ☐ Associate ☐ Bachelor ☐ Master ☐ Doctorate

Parent/Guardian

Name _____ Relationship _____
Address _____
City _____ State _____ Zip _____
Home Telephone _____ - _____ - _____
Employer _____
Occupation _____
Business Telephone _____ - _____ - _____
Email _____

Highest Level of Education:

☐ High School ☐ Associate ☐ Bachelor ☐ Master ☐ Doctorate

Person(S) Responsible For Payment:

Name _____ Relationship to Student _____
Street Address _____
City _____ State or Country _____ Zip or Postal Code _____
Home Telephone _____ - _____ - _____ Work _____ - _____ - _____ Fax _____ - _____ - _____

How Did You "Discover" Endicott?

☐ Alumna/us ☐ Endicott Admission staff at my high school ☐ Internet (please specify website): _____
☐ Coach ☐ Endicott Brochure ☐ Private Counselor
☐ College Fair ☐ Friend ☐ Mail _____
☐ College Night ☐ Guidance Counselor ☐ Parent(s) _____
☐ Current Endicott Student ☐ Other (please specify): _____

Are any of your relatives Endicott: ☐ graduates ☐ current student(s) ☐ employee(s)?

If so, give name(s), relationship, and graduation dates: _____

Activities (in High School): Please check all activities in which you have participated in high school or in college for transfer students:

☐ Band ☐ Drama Club ☐ Student Council
☐ Chorus ☐ SADD ☐ Community Service
☐ Yearbook ☐ School Newspaper ☐ Other _____
☐ National Honor Society _____
(please specify)

Sports (in High School): Please check all varsity sports you have played in high school or in college for transfer students:

☐ Baseball ☐ Football ☐ Softball
☐ Basketball ☐ Golf ☐ Tennis
☐ Cross Country ☐ Ice Hockey ☐ Track
☐ Equestrian ☐ Lacrosse ☐ Volleyball
☐ Field Hockey ☐ Soccer

Athletics (in College): Please check all varsity sports in which you would like to participate at Endicott:

☐ Baseball ☐ Cross Country ☐ Football ☐ Rugby (Club) ☐ Tennis
☐ Basketball ☐ Dance (Club) ☐ Golf ☐ Soccer ☐ Track
☐ Cheerleading (Club) ☐ Equestrian ☐ Ice Hockey ☐ Softball ☐ Volleyball
☐ Crew (Club) ☐ Field Hockey ☐ Lacrosse

Have you ever visited Endicott? If yes, when? _____

Essay: Please respond to one of the following essay statements (500-700 words minimum)

1. Share a personal essay on a topic of your choice that will help the Admission Committee understand the person you are and the values you will bring to our community.
2. Define what success means to you and how Endicott will contribute to your future academic, personal, and professional success.
3. J.T. Adams stated, "There are...two educations. One should teach you how to make a living and the other how to live." Describe what the quote above means to you and your expectations of your Endicott experience.

I confirm by the signature below that the information on my application and the supporting materials submitted are my own. I recognize that these documents will now be property of Endicott College and will not be returned. I will notify the College immediately if any of the information submitted (including disciplinary action) should change prior to my enrollment at the College. I recognize an offer of admission is conditional, pending the successful completion of my current academic work.

Signature of Applicant _____ Date _____

Signature of Parent or Guardian _____ Date _____

Please Note: The Admission Review Committee will not consider applications until ALL of the materials listed on the checklist have been received in the Office of Admission.

In compliance with all applicable non-discrimination laws, the College does not discriminate on the basis of race, creed, color, religion, sex, sexual orientation, gender expression, disability, age, marital status, national origin, ethnicity or veteran status, or on any other basis prohibited by federal or state law, in the admission of students to any of the College's programs and activities.