



Freshman Application Missing Information Guide

If you are missing...

■ ACT/SAT scores

We are currently missing either your ACT plus Writing or SAT scores. Please contact the appropriate testing agency and have your scores sent to us.

- To request your ACT score, contact:
ACT Assessment Score Reports
Phone: 319-337-1313
Online: www.actstudent.org/scores/send/index.html
The University of Minnesota–Twin Cities
ACT code is 2156.
- To request your SAT score, contact:
The College Board
Phone: 866-756-7346
Online: www.collegeboard.com/student/testing/sat/scores.html
The University of Minnesota–Twin Cities
SAT code is 6874.

If you have recently taken the exam and had your scores sent to the University, please note that it takes approximately four weeks from the time you took the exam for your tests to be scored, sent to us, and then entered into our computer system.

Important: If you have already taken the ACT or SAT test and haven't sent us your scores because you will be retaking the test, please send your current scores to us now! October is the last time you can take the ACT plus Writing or the SAT and have your scores arrive by the December 15 priority application deadline.

If you are interested in taking the ACT exam on the University of Minnesota campus, please call 1-800-752-1000 or 612-625-2008 and ask to speak with an admissions counselor. Please note that scores from exams taken on our campus can only be used for your U of M-Twin Cities application.

■ Application fee

We have not received your nonrefundable application fee. Please see the enclosed Application Fee Form for online and check payment information.

This guide will assist you in completing your application for admission to the University of Minnesota–Twin Cities. If you have any questions, please contact us as soon as possible.

■ Application for resident classification

We are not able to confirm your status as a Minnesota resident. Please complete the residency form found at <http://admissions.tc.umn.edu/PDFs> and return it to us as soon as possible so we may consider your residency status further.

Please note: we do not need the residency form completed to make a decision on your application. However, we will need the form to consider you for Minnesota resident tuition.

■ Criminal background question

Please fax or mail an answer to the following required application question: *Have you ever been convicted of a felony or misdemeanor other than a minor traffic violation, or is any such charge now pending against you?* If yes, attach a description of the incident(s), including the date(s) and location(s). Be sure to provide your full name and date of birth.

■ Expulsion/suspension/probation/eligibility to return question

Please fax or mail an answer to the following required application question: *Have you ever been expelled, suspended, or placed on probation, or are you ineligible to return to any high school or college you have attended, for reasons of academic performance or academic dishonesty, or because of an offense that harmed or had the potential to harm others?* If yes, include a detailed statement of explanation. Be sure to provide your full name and date of birth.

■ GED scores

You indicated on your application that you have or will earn a GED. Contact the Department of Education in the state where you took the exam and have your scores sent to us.



Or if you are missing...

■ Intended major

The major you indicated on your application for admission is not available in the college you requested, or a major was not indicated and we need it to consider you for admission.

The enclosed flier contains the list of available majors. Please call us at 1-800-752-1000 or 612-625-2008 with your choice.

■ MELAB/TOEFL scores

We do not have either a MELAB or TOEFL exam score from you. These tests are English proficiency exams for students for whom English is not their native language.

If you have already taken the MELAB or TOEFL, visit the following Web sites for information on how to have your scores sent to us:

MELAB - www.lsa.umich.edu/eli/testing/melab/
TOEFL - www.ets.org/toefl/

If you have not taken the MELAB or TOEFL, you may do so on the University of Minnesota campus or at various locations around the world.

Taking the MELAB or TOEFL on campus

MELAB testing is paper-based and occurs approximately once a month throughout the year. The cost for the MELAB is \$80. TOEFL testing is internet-based and occurs 1-2 times per month. The cost for the TOEFL is \$140.

For more information, visit www.uccs.umn.edu/education/testing/testingctr.htm or call University Counseling and Consulting Services at 612-624-5520.

Taking the MELAB or TOEFL at other locations

For information on taking the MELAB or TOEFL in other states or countries, visit the following Web sites:

MELAB - www.lsa.umich.edu/eli/testing/melab/
TOEFL - www.ets.org/toefl/

■ Official college transcript

If you are currently in high school, arrange to have official college transcripts submitted to the Office of Admissions that include any college courses you have taken through the spring of your junior year in high school.

If you have graduated from high school, arrange to have official transcripts submitted to the Office of Admissions from all colleges or universities you attended, even if no credit was earned. The transcript should include your final term grades.

(Official transcripts have an official signature or seal or are printed on security paper. Each transcript must have been issued within the last year. We are not able to accept faxed or photocopied transcripts.)

■ Official high school transcript

Have your high school counselor submit your official high school transcript.

If you are currently in high school, we need your grades through the end of your junior year.

If you have graduated from high school, we need your final high school transcript that includes your grades through the end of 12th grade and your date of graduation.

■ Term/Year

The term (fall or spring) and year for which you would like to be considered for admission is unclear. Please call us to provide this information.

Submit all missing information to:

Office of Admissions

University of Minnesota
240 Williamson Hall
231 Pillsbury Dr. S.E.
Minneapolis, MN 55455-0213

Phone: 612-625-2008 or 1-800-752-1000

Fax: 612-626-1693

Web site: <http://admissions.tc.umn.edu/answers>

Forms online: <http://admissions.tc.umn.edu/PDFs>



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