Columbia’s Application
For Transfer Admission
2012–2013
A Statement to All Transfer Candidates

Prospective undergraduate students may apply for both degree and non-degree programs within the University; the descriptions below should help you identify the division to which you should be applying. **You should use this application ONLY if you are applying for full-time study in Columbia College or in The Fu Foundation School of Engineering and Applied Science.**

**Columbia College**
Columbia College is the undergraduate liberal arts division of Columbia University, serving full-time students only. Transfer candidates who entered college directly upon completion of secondary school typically apply to Columbia College.

**The Fu Foundation School of Engineering and Applied Science (Columbia Engineering)**
Columbia Engineering offers both undergraduate and graduate degree programs; **this application is only for undergraduate candidates.**

**School of General Studies**
General Studies is also a liberal arts college, but it enrolls both part-time and full-time students and is largely non-residential. Students who have had an interruption in their education of more than one academic year (for any reason except mandatory military service) are strongly encouraged to apply to the School of General Studies instead of the College.

**School of Continuing Education**
The School of Continuing Education offers courses for advancement and graduate school preparation, summer courses, high school programs and the American Language Program for learning English as a second language.

**Candidates interested in the School of General Studies or the School of Continuing Education should contact those divisions directly for further application information. This application is not valid for such candidates.**

Transfer admission is highly selective. Columbia College and Columbia Engineering candidates are expected to have a minimum college GPA of 3.5 overall.

Please also understand that due to the timing of the transfer process, we are generally unable to consider grades earned in the second semester of the year of application. Thus, high school grades, rigor of program and standardized test scores are all important in the evaluation of transfer credentials, especially for students applying for sophomore standing.

For more detailed information on the transfer process and admission requirements, please go to www.studentaffairs.columbia.edu/admissions/.

Thank you for your interest in Columbia University!
General Information

Who is eligible to apply for transfer to Columbia College or The Fu Foundation School of Engineering and Applied Science?

- Candidates must have completed, or be in the process of completing, one full academic year (at least 24 credits) at another institution in the United States or Canada or at a U.S.-style college/university abroad (see definition on page 11). If you will have fewer than 24 credits at the end of the current academic year, you must apply as a first-year student using the first-year application and by the appropriate deadline.

- Candidates interested in Columbia College who have had an interruption in their education of more than one academic year are strongly encouraged to apply instead to Columbia’s School of General Studies (see the paragraph on page 1 describing the School of General Studies). If you have any questions about your status, please contact the Office of Undergraduate Admissions at 212-854-2522 or the Office of General Studies Admissions at 212-854-2772. If you are interested in The Fu Foundation School of Engineering and Applied Science, then you should proceed with this application regardless of any interruptions in your education.

- Candidates with more than four semesters of college coursework elsewhere are not encouraged to apply.

- Candidates who left high school without receiving a diploma in order to attend an early college program must apply as first-year students using the first-year application and by the appropriate Early Decision or Regular Decision deadline. You will not be eligible to receive credit for such accelerated programs except for credit earned through standardized examinations (e.g., AP and IB exams); such credit will be limited to 16 points, the equivalent of one full semester at Columbia.

Columbia College Visiting Student Program

Columbia College offers a Visiting Student Program, but there is no similar option available within Columbia Engineering. Undergraduates at other four-year institutions may study for one or two consecutive semesters before returning to their “home” institution. Columbia College Visiting Students are not eligible to apply for transfer admission. If you are interested in applying as a Visiting Student, please visit www.studentaffairs.columbia.edu/admissions/ for information and to access the application. You may not apply simultaneously as a transfer and as a visitor.

Columbia Engineering Combined Plan Program

Columbia offers a five-year plan in which you can attend an affiliate school for three or fours years and The Fu Foundation School of Engineering and Applied Science for two years; you then earn both the B.A. and B.S. degrees. For more information on the Combined Plan Programs, please visit: www.studentaffairs.columbia.edu/admissions/.
Important Dates and Postmark Deadlines

March 1
Admissions: Application deadline for transfer candidates.

March 1
All aid candidates who are U.S. citizens or permanent residents must submit the FAFSA (Free Application for Federal Student Aid) online. Transfer candidates must submit their PROFILE form online to the College Scholarship Service (CSS). If applicable, transfer candidates must submit their Non-Custodial Parent Form and/or business/farm tax information. All aid candidates must submit signed copies of their own and their parents’ 2012 tax returns, all schedules and all W-2 forms to the College Board IDOC service.

Spring 2013
Admissions: Admissions decisions are released to transfer candidates, no later than May 15, 2013.

Late May/Early June
Admissions: Deposit deadline for admitted transfer students.

Late June
Admissions: Final college transcript due for incoming students.

Late August
Required New Student Orientation Program and academic year begin.

Please be advised that all deadlines listed above are postmark deadlines.

Locations

Office Of Undergraduate Admissions
212 Hamilton Hall

Visitors Center
213 Low Library

Office of Financial Aid & Educational Financing
618 Alfred Lerner Hall

While actual locations are different for the Office of Undergraduate Admissions and the Office of Financial Aid & Educational Financing, all correspondence may be directed to:
212 Hamilton Hall, MC 2807
1130 Amsterdam Avenue
New York, NY 10027

Phone Numbers, E-mail and Websites

Office of Undergraduate Admissions
212-854-2522
Fax: 212-854-3393
E-mail: ugrad-transfer@columbia.edu
www.studentaffairs.columbia.edu/admissions/

Office of Financial Aid & Educational Financing
212-854-3711
Fax: 212-854-5353
E-mail: cc-seas-aid@columbia.edu
www.studentaffairs.columbia.edu/finaid/

To track the status of your application for admission, please visit:
www.studentaffairs/columbia/admissions/

To access Columbia course bulletins and other publications, go to:
www.studentaffairs/columbia/admissions/

Statement of Non-Discrimination

Columbia University is committed to providing a learning environment free from unlawful discrimination and harassment and to fostering a nurturing and vibrant community founded upon the fundamental dignity and worth of all of its members. Columbia University does not discriminate against any person in the administration of its educational policies, admissions policies, scholarship and loan programs, and athletic and other University-administered programs or permit the harassment of any student or applicant on the basis of race, color, sex, gender (including gender identity and expression), pregnancy, religion, creed, marital status, partnership status, age, sexual orientation, national origin, disability, military status, or any other legally protected status.
We greatly appreciate your interest in Columbia and look forward to getting to know you through your application. Please read the “Statement to All Transfer Candidates” on page 1 and all application instructions carefully before beginning your application.

Columbia utilizes The Common Application and requires the Columbia Supplement to The Common Application. We strongly encourage students to apply online. Please use the paper application only if you do not have access to the Internet. Visit www.studentaffairs.columbia.edu/admissions/ to access The Common Application and the Columbia Supplement. Applying electronically will expedite the processing and accuracy of your completed application.

You should keep copies of all documents you submit as part of your application.

Transfer students may apply to Columbia after one or two years of college coursework. To obtain a degree, students must spend a minimum of two full years at Columbia regardless of the amount of transfer credit granted. A minimum of 24 credits is necessary to apply for transfer admission. A maximum of 64 credits may be awarded. Transfer students must complete their degree in eight semesters including previous college work. Students are advised, if at all possible, to seek transfer for their sophomore year.

After submitting an application, you will receive an e-mail from Columbia after February 1st officially acknowledging receipt of your application and providing a unique applicant ID number. (Columbia ID numbers begin with C00.) Please allow up to 45 days after submitting your application to receive your Columbia ID.

You are responsible for the accurate completion and submission of your application and should periodically check this site to ensure that all required materials have been received and processed.

Please note that Columbia reserves the right to evaluate an application and render a final decision even if all pieces of the application have not been received.

Columbia does not accept the Universal College Application.

Forms

The Common Application
The Common Application provides your simple autobiographical data and should be submitted no later than March 1. The application fee is $80. This fee covers processing costs and cannot be refunded or credited against later charges. Waivers of the application fee are granted only at the request of an appropriate school official testifying to family financial hardship.

Columbia Supplement To The Common Application
The Columbia Supplement to The Common Application asks some required, Columbia-specific questions and is your chance to tell us more about yourself. In the Supplement, you must be sure to indicate to which school you are applying: Columbia College or The Fu Foundation School of Engineering and Applied Science (Columbia Engineering). You may not apply to both schools simultaneously. Your completed Supplement must be submitted by March 1.

College Official’s Report
Download the College Report and give it to the Dean of Students or to another appropriate official at your current school who has access to your academic record and your disciplinary record. The College Report must be submitted by mail and postmarked by March 1.
College Instructor Evaluation

Two evaluations are required. The forms should be given to instructors who have taught you in full-credit college classes, who know your work well and can speak to your ability to meet the rigorous academic demands at Columbia. The evaluations must be from faculty who taught you in an academic discipline and assigned you grades. **Engineering candidates, please note:** one Instructor Evaluation must come from a science or mathematics instructor. The College Instructor Evaluations must be submitted by mail and postmarked by March 1.

Official College Transcript

Request from the registrar or other appropriate official at your current school (and at any other colleges or universities at which you have also been enrolled since completing secondary school) an official transcript showing all courses completed (and grades received) and have it mailed to the Office of Undergraduate Admissions. The transcript must be postmarked by March 1.

Secondary School Final Report

Arrange for your secondary school to send the report and an official final transcript directly to the Office of Undergraduate Admissions. The Secondary School Final Report must be submitted by mail and postmarked by March 1.

Mid-Term Report

Give this form to instructors whose courses you are enrolled in at the time you file your application; ask them to provide a general indication of your performance, including your current grade and (if they wish) additional comments, and to sign and date the form. They should also provide the course title, number and credits. You should submit only one form for all of your classes. The Mid-Term report should be submitted by mail and postmarked by April 1.

Required Standardized Testing

Standardized tests are required for transfer admission according to the following guidelines; all test scores must be submitted directly to Columbia by the testing agency.

**SAT and SAT Subject Tests**

You must take the SAT exam consisting of three sections, each graded on an 800-point scale; if you take the test more than once, you will be evaluated on the highest score you receive in any individual section.

In addition, if you have previously taken any SAT Subject Tests, then these scores must also be reported to Columbia. SAT Subject Tests are not required if you have not already taken them.

**ACT**

You may alternatively take the ACT Assessment, graded on a 36-point scale; if you take the test more than once, you will be evaluated on the highest composite score you receive.

Helpful Information

- You must register with the appropriate testing agency well in advance of your desired test date.
- You may register for the SAT and SAT Subject Tests with the Educational Testing Service (ETS). For the ACT, register with the American College Testing Program.
- You must request that your scores be reported directly to Columbia every time you take a standardized test.
- For the SAT or SAT Subject Tests, the ETS code for both Columbia College and The Fu Foundation School of Engineering and Applied Science is 2116.
- The ACT code for both Columbia College and The Fu Foundation School of Engineering and Applied Science is 2717.
- Please note that scores reported to Columbia’s School of General Studies, Columbia’s School of Continuing Education or Barnard College will not reach our office and will not be evaluated. Columbia reserves the right not to evaluate a candidate whose scores are not reported directly by the testing agency.
- Please do not utilize the “rush” service to send your test scores to Columbia. Doing so does not expedite the processing of your test scores.
- For more information about the Test of English as a Foreign Language (TOEFL) or the International English Language Testing System exam (IELTS), see the Additional Information for Foreign and International Students section on page 10.
Columbia’s Testing Policy for Score Choice

Applicants may select the Score Choice option for the SAT or choose to submit specific ACT composite scores. However, it should be noted that the application review process for Columbia College and The Fu Foundation School of Engineering and Applied Science is rooted in the belief that students are dynamic, multifaceted individuals who cannot be defined by any single factor to determine their suitability for admission. When evaluating applicants, we consider only the highest testing results reported from individual sections of the SAT and the two highest required SAT Subject Tests or the highest Composite on the ACT, always seeking to give students the greatest opportunity to showcase their academic talents and hoping to make the testing experience as stress-free as possible. We encourage applicants to take those examinations no more than twice, but we do not penalize applicants for exceeding that recommendation.

Notification

You will be notified of the Admissions Committee’s decision by mid-May. Admission to Columbia is contingent upon the receipt of a satisfactory final official transcript from your previous college or university.

Housing

You are guaranteed campus housing when you enter as a transfer student. Campus housing will be available without interruption throughout the academic year, and students can also apply for summer on-campus housing.

Double Deposits

We view the practice of holding a place at more than one college (double-depositing) as improper and unethical. If you are found to have done so, you may be in danger of being withdrawn from the class.

Deferral Policy

The University does not permit students entering as transfers to defer their offer of admission.

Interviews

Interviews are not offered to transfer applicants.

Supplementary Credentials and Materials

While we request that the submission of application supplements be kept to a minimum, there may be occasions when additional materials provide information that the standard application does not. If you plan to submit supplementary credentials, please follow the instructions below instead of those in The Common Application Arts Supplement. Applicants should not submit The Common Application Arts Supplement. Please note that we specifically ask that you do not send collections of award certificates and the like and explicitly direct that you refrain from submitting your application in binders or folders.

Creative and Performing Arts

If you are considering a major or concentration in Architecture, Creative Writing, Dance, Drama and Theatre Arts, Film Studies, Jazz Studies, Music or Visual Arts, or if you wish to contribute to the creative and performing arts community at Columbia through extracurricular involvement, we welcome supplementary credentials and materials that reflect your artistic ability and commitment. Please follow the directions below to submit the appropriate supplement for the appropriate interest.
Musical Performance  Please follow our online instructions on the Columbia Admissions website: www.studentaffairs.columbia.edu/admissions/.

While we welcome music supplements, live auditions are not part of the admissions process. Auditions for private lessons and selective ensembles are held for enrolled students at the start of each academic year.

Visual Arts students who wish to submit artistic supplementary materials should follow our online instructions on the Columbia Admissions website: www.studentaffairs.columbia.edu/admissions/.

Architecture, Creative Writing, Dance, Drama and Theatre Arts and Film Studies students are welcome to submit professional résumés that list artistic achievement. Please do not send DVDs or hard copies of writing samples, as they will not be reviewed. However, if samples of your work can be viewed online, please clearly indicate the relevant links in the Additional Information section of The Common Application.

Science and Engineering
If you have been involved in scientific research and you are interested in studying engineering or the sciences at Columbia, you may provide a one-or two-page scientific abstract for our review.

Finally, please be advised that while we welcome the submission of supplementary credentials and materials—providing they follow the directions online and outlined above—and we often request that our faculty evaluate submitted supplements, we can provide no guarantee that all materials will be reviewed or evaluated, as they are not required for the admissions process.

Please also note that any submitted supplementary materials become part of your file and cannot be returned to you.

Opportunity Programs
The Higher Education Opportunity Program (HEOP) is sponsored and supported by the New York State Education Department to assist eligible students to obtain higher education at private colleges and universities in the State. Columbia College and Columbia Engineering have participated in the program since 1970. In order to qualify for HEOP, students must be residents of New York State, and their family resources must meet established low-income guidelines. Students will be automatically considered for HEOP through normal application procedures; no additional application is necessary. For more information on New York’s Higher Education Opportunity Program, visit www.heop.org.

The National Opportunity Program (NOP) follows similar academic and economic guidelines and provides the same support services as HEOP, described above. NOP, however, is open to students regardless of state of residence, provided they are citizens or permanent residents of the United States. Students will be automatically considered for NOP through normal application procedures, and no additional application is necessary. For more information on HEOP and NOP, please go to www.studentaffairs.columbia.edu/asp/programs/.
Transfer Credit

To enter either Columbia College or The Fu Foundation School of Engineering and Applied Science as a transfer, you must bring the equivalent of a minimum of 24 Columbia credits from your previous institution(s). If you will not have attained 24 credits upon entering Columbia, you are not eligible to apply as a transfer; you must apply as a first-year, using the first-year application instead.

At least 124 points are required for graduation from Columbia College; at least 128 are required for graduation from The Fu Foundation School of Engineering and Applied Science. Since Columbia requires that a minimum of 60 points toward the degree be earned at Columbia, you may not enter with more than 64 points in Columbia College or with more than 68 points in The Fu Foundation School of Engineering and Applied Science. Credit granted on the basis of Advanced Placement, International Baccalaureate or other standardized examinations will count towards the 64/68-point maximum. Note that Columbia University does not grant credit for any college courses that you took before graduating from high school.

A credit review of your college courses is provided if you are offered admission. The Transfer Credit Evaluation (TCE) will indicate the number of credits accepted. Definitive credit determination will be made when you have begun classes and a final official transcript has been received at Columbia. Further conversations with your academic advisor and major department may be necessary as well.

The minimum grade necessary for credit is C- for Columbia College and B for Columbia Engineering. Credits earned on the quarter system will be multiplied by 2/3. No credit is granted for courses voluntarily taken on a Pass/Fail or Credit/No Credit basis. In general, no credit is granted for courses in business, education, communications, journalism or other subjects taught only in professional schools at Columbia.

If a candidate for Columbia College, you should also be aware that if you enter with more than 45 points, you are not eligible to receive any further credit for work done when not registered at Columbia.

Columbia College Requirements

The following is a breakdown of Columbia College requirements:

The Core Curriculum There are four central courses in the Core Curriculum: Literature Humanities, Contemporary Civilization, Art Humanities and Music Humanities. It is unlikely that a petition for exemption from any of these four classes will be approved. A student choosing to petition for exemption from these courses must supply course syllabi. Even if you have completed a course similar in content, Columbia believes these courses form a cornerstone of your education. You may have read a number of the works under consideration, but you may not have had the opportunity to discuss them in a small seminar setting among so diverse a population of students. These courses characterize the Columbia education, as they have done for almost a century.

Global Core This two-semester requirement is meant to build on your studies in the Core by going beyond the primarily Western focus of the Core courses. Topics for these classes include art, music, history, political science, anthropology, etc. In order to gain exemption from this requirement, you may submit courses for review. There is a good chance that your petition will be approved if you have taken courses similar in focus and content.
**University Writing** This is a one-semester requirement in English composition. Students may petition for exemption from this requirement by submitting a portfolio of three writing samples from previous college courses for review.

**Foreign Language** Students must be proficient in a foreign language to the level of four college semesters. Some bilingual entering students may be exempted from this requirement if they completed high school at a non-English speaking school. Others will have completed four terms in a language at their previous institution. (Note: it must be four terms in the same language.) Still others may receive exemption from AP or SAT Subject Test scores as required by the specific department. All students will have the opportunity to sit for a placement exam upon arrival.

**Science** Students must complete three terms of science. Students may receive some exemption for previous science work, but at least one of the three required courses must be completed at Columbia.

**Physical Education** Two units of physical education are required. Participation on a Columbia varsity athletic team for two or more terms will exempt students from this requirement. Students may petition for partial exemption (one course) on the basis of transferred PE credit.

All students are also required to pass a swimming test or take beginning swimming for one term to fulfill the swimming requirement.

**Academic Major/Concentration** You must select either a major or a concentration (representing fewer courses than a major) in one academic discipline by the end of the sophomore year. Upon declaring a major or concentration, you will be assigned to a member of that department who will act as your academic advisor. The Columbia College bulletin sets forth the requirements for each major and concentration in great detail. Students are encouraged to review this section and to gather all syllabi from their previous institutions that may grant them exemption from requirements within the department or in related departments; e.g., a sociology course as a related course for the political science major must be reviewed and approved by both departments. You can calculate how many credits (points) will transfer; however, you will most likely NOT know which courses within a discipline you will receive exemptions for until you arrive on campus and consult the department. Please note that if you wish to get exemption from any requirements for courses already taken, you must submit course syllabi upon admission.

**Columbia Engineering Requirements**

The following is a breakdown of The Fu Foundation School of Engineering and Applied Science requirements.

The first and second years of the four-year undergraduate degree program are planned for students entering as first-year students. Transfer students will need to fulfill all of these requirements either once they arrive or through transferred credit.

**Mathematics, Physics and Chemistry** There are a number of courses in mathematics, physics and chemistry which are required as part of the program for a student’s first two years. To gain exemption from these requirements, you must submit course syllabi for review.

**Computer Science** There is a one semester requirement in a computer programming language for most engineering majors; the language varies depending on your intended major. To gain exemption from this requirement, you must submit course syllabi for review.

**Non-technical Electives** 27 credits in non-technical disciplines are required. Some non-technical electives are prescribed as follows; others are elective. You may be exempt from some of the elective non-technical courses provided the courses you have taken are similar in focus and content to courses offered at Columbia.
The Core Curriculum  Engineering students are required to take 1) either Literature Humanities, Contemporary Civilization or a two-course Global Core sequence AND 2) either Art Humanities or Music Humanities. It is unlikely that a petition for exemption from these courses will be approved. A student choosing to petition for exemption from these courses must supply course syllabi. Even if you have completed a course similar in content, Columbia believes these courses form a cornerstone of your education. You may have encountered a number of the works under consideration, but you may not have had the opportunity to discuss them in a small seminar setting among so diverse a population of students. These courses characterize the Columbia education, as they have done for almost a century.

Economics  Principles of Economics is a required course for all engineering students. You will be exempt from this requirement if you have completed a course similar in content.

University Writing  This is a one-semester requirement in English composition. Students may petition for exemption from this requirement by submitting a portfolio of three writing samples from previous college courses for review.

Physical Education  Two units of physical education are required. Participation on a Columbia varsity athletic team for two or more terms will exempt students from this requirement. Students may petition for partial exemption (one course) on the basis of transferred PE credit.

Academic Major  You must select a major in one academic discipline during the first semester of the sophomore year. Upon declaring your major, you will be assigned to a member of that department who will act as your academic advisor. The Fu Foundation School of Engineering and Applied Science bulletin sets forth the requirements for each major in great detail. Students are encouraged to review this section and to gather all syllabi from their previous institutions that may grant them exemption from requirements within the department or in related departments. You can calculate how many credits (points) will transfer; however, you will most likely NOT know which courses within a discipline you will receive exemptions for until you arrive on campus and consult the departments.
Please note the distinction between these two terms: You are a “foreign” student if, regardless of your place of schooling, you are neither a citizen nor a permanent resident (“green card” holder) of the United States and do not have refugee status; you are an “international” student if, regardless of citizenship, you attend or have completed secondary school outside the United States.

**English Proficiency Testing**

If you are applying from overseas, you must still complete the testing requirements outlined earlier in these instructions, provided these tests are available in your country. An English proficiency examination, if required, is in addition to this mandatory testing, not a substitute for it. You must register with the testing agency at least two months in advance of the test date.

**To be considered for admission to Columbia, you must be comfortable with rapid and idiomatic spoken English. If your home language is not English and if your primary language of instruction has not been English for at least five years, you are required to take an English proficiency examination. Both of the examinations listed here are given all over the world several times a year; you must take the examination no later than March of the school year in which you are applying:**

**I. TOEFL (Test of English as a Foreign Language)** Please visit www.toefl.org as soon as possible for more information on this examination. A minimum score of 600 (paper-based test) or 100 (Internet-based test) is necessary for admission to Columbia. Your score must be reported directly to Columbia by the testing service, using report code 2116.

**II. IELTS (International English Language Testing System)** Please visit www.ielts.org as soon as possible for more information on this examination. A minimum score of 7.0 is necessary for admission to Columbia. Your score must be reported directly to the Office of Undergraduate Admissions.

**III.** If you have scored 650 on either the Critical Reading or the Writing section of the SAT, you are exempt from taking an English proficiency examination.

**Candidates from Colleges and Universities Outside North America**

Because of the great differences between the higher education system in North America and those in the rest of the world, we must set specific policies for those students considering transfer from an overseas college/university.

1. You must be enrolled at a U.S.-style college or university to apply as a transfer. “U.S.-style” means your university:
   - offers courses term by term (quarters, semesters, etc.);
   - gives you a number or letter grade for each course;
   - can provide an official transcript in English that shows both of the above.

2. If your college or university is not U.S.-style as defined above, you may apply to Columbia as a first-year candidate instead of as a transfer but only if you will have completed no more than one year of university study. You must use the first-year application (available online) instead of the transfer application, and your completed application must be submitted or postmarked by the appropriate Early Decision (November 1) or Regular Decision (January 1) deadline.
Additional Information for Foreign and International Transfer Students
Continued

a) When applying as a first-year candidate, please note the following: where the first-year application asks for two teacher recommendations, you should give at least one to a college/university faculty member. Where the first-year application asks for a short paragraph delineating your reasons for wishing to attend Columbia, you should instead append a statement of up to a full page explaining why your current college/university is not meeting your needs and why you consider Columbia to be a better place for your studies.

b) Should you be admitted to Columbia as a first-year student and accept our offer, then your post-secondary work can be considered for credit only after you enroll at Columbia; in making the decision to attend Columbia, you acknowledge that you may not receive credit for all the coursework you have done at your previous college/university and that you may receive no credit at all.

c) You must take either the SAT and two SAT Subject Tests or the ACT Assessment as part of your application to Columbia if these exams are available in the country where you are attending college/university. The writing component offered by the ACT Assessment is mandatory for candidates for Columbia. We welcome SAT Subject Test scores for students submitting the ACT should you choose to take them. If you have specific areas of academic interest, we recommend submitting them in those subjects of interest, if available.

Filling Out the Application

Social Security Number
Please make an entry in these boxes only if you have a U.S. Social Security number; please do not use an identification number issued by any other government. (Canadians, please do NOT use your SINs.) Columbia will issue you an identification number at a later time.

Telephone
Enter your complete telephone number, including the country and city codes required to reach the number from the United States.

School records
Your secondary school(s) and university(ies) must provide a record of what courses you have taken in each year of study and what marks or grades you have received in those courses; in the U.S. such a document is called a “transcript.” If your school cannot provide a year by-year record of courses taken and grades received, then a school official must at least provide us with a listing of the disciplines you have studied (i.e., English, biology, history, etc.) and a summary of your achievement in each. Your secondary school records should also include a copy of any examination results particular to your national educational system (e.g., British GCSEs). If you have studied A-level courses in a British-model school, your A-level results are required.

Housing
You are guaranteed campus housing when you enter as a transfer student. Campus housing will be available without interruption throughout the academic year, and students can also apply for summer on-campus housing.

Financial Aid for Foreign Students
Foreign students applying for aid must understand that such aid is awarded on an extremely limited basis.

International Programs and Services
Visa services, social gatherings and many other offerings are provided by Columbia’s International Students and Scholars Office (ISSO). Columbia also has a variety of international student clubs, including the Columbia International Student Coalition. For more information please visit www.columbia.edu/cu/isso/.

Office of Undergraduate Admissions
212 Hamilton Hall, MC 2807
1130 Amsterdam Avenue
New York, NY 10027
General Information

Columbia admits candidates solely on the basis of academic and extracurricular achievement and personal merit and without regard to need if they are not foreign students. While transfer admission is need-blind, only limited institutional grant aid is available for transfer students. Columbia may therefore be unable to meet the full need of all admitted transfer students. Please understand that as grant aid is limited, a failure to submit the required financial aid forms by the stated deadlines will result in a greatly decreased chance of receiving grant aid.

Types of Financial Aid

All financial aid is awarded only to students who demonstrate financial need; in other words, we do not offer scholarships for academic merit, artistic talent or athletic ability. Financial aid is awarded strictly on the basis of demonstrated financial need, and we make every effort to help all admitted students and their families find the means to meet the cost of a Columbia education.

Indicating Intention to Apply for Columbia Financial Aid

All financial aid applicants must check “Yes” to the question “Do you intend to apply for need-based financial aid?” on The Common Application. Applicants who do not state at the time of application that they are applying for financial aid will not be considered for need-based institutional financial aid after admission.

Online Applications

All Columbia financial aid forms can be found at: www.studentaffairs.columbia.edu/finaid/.

Social Security Number

While it is optional to include your Social Security Number on The Common Application and the Columbia Supplement, please note that the FAFSA requires United States citizens and permanent residents to submit their Social Security Numbers. U.S. Citizens or Permanent Residents planning to apply for Columbia financial aid must provide their Social Security Numbers on all applications materials in order for Columbia to process their financial aid applications.

Key Definitions

Need Blind

Columbia admits candidates solely on the basis of academic and extracurricular achievement and personal merit and without regard to need if they are not foreign students.

Student/Parent Contribution

Columbia believes that the primary responsibility for meeting the cost of a college education lies with the student and his or her family. Depending on a family’s resources, parents are expected to contribute to the extent that they are capable, and students are expected to use a portion of their assets, such as bank accounts or trust funds, and to work during each summer to help cover educational costs.

Financial Need

Information reported on the financial aid application forms is analyzed to determine financial need. Forms include:

- CSS PROFILE
- FAFSA
- Complete 2012 Federal Income Tax Returns (including all schedules and W-2s) for Student, Custodial, and Non-Custodial Parents
Helpful Hints

- Be sure to meet all deadlines. Need-based institutional aid can be awarded only to students who meet deadlines for all forms.
- Print the student’s name and Columbia ID number on all documents submitted to the Office of Financial Aid & Educational Financing.
- Keep copies of all submitted documents.

Forms

CSS PROFILE
College Scholarship Service. Apply online at www.collegeboard.com/profile using a secure browser. You will need a credit card. Questions: Call 1-305-829-9793 (TTY 1-800-915-9990) or e-mail help@cssprofile.org. **Columbia’s code number is 2116.**

FAFSA
Free Application for Federal Student Aid. To get a copy of the FAFSA, call 1-800-4FEDAID; from outside the U.S., you must call 1-319-337-5665. Complete the FAFSA online: www.fafsa.ed.gov. **Columbia’s code number is 002707.**

TAX RETURNS and iDOC
Signed copies of parent and student 2012 Federal Income Tax Returns and W-2 forms are required for verification of the information that you report on the financial aid application forms. IDOC is a service provided by the College Board which we use to collect and scan documents. Applicants who fill out the CSS Profile form are contacted by the College Board with instructions on how to submit taxes and other relevant forms to IDOC. The 2012 tax returns should be submitted to IDOC as soon as they are complete. If 2012 taxes cannot be completed before March 1, 2013, send copies of 2011 taxes and 2012 W-2s to Columbia. If your parents will not file a 2012 Federal Tax Return, they must submit the Parent Tax Non-Filer certification (available on our website). If you will not file a 2012 Federal Tax Return, you must submit the Student Tax Non-Filer certification (available on our website).

Instructions for Transfer Applicants

1. **CSS PROFILE:** See definition on previous page. Visit CSS online at www.collegeboard.com/profile and complete the form by **March 1, 2013.**

2. **NON-CUSTODIAL PARENT STATEMENT:** If applicable, this must be submitted via the CSS Profile website by **March 1, 2013.**

3. **BUSINESS/FARM INFORMATION:** If applicable, the appropriate 2011 business tax documents relating to parent- or student-owned business, corporation, partnership and/or farm must be submitted to Columbia no later than **March 1, 2013.**

4. **FAFSA:** See definition on previous page. Visit FAFSA online at www.fafsa.ed.gov and complete the form by **March 1, 2013.** Applying online expedites the processing of your application. Please electronically sign with PIN numbers or print and mail the FAFSA signature page at the same time you submit your data online. If you and/or your parents have not yet completed 2012 tax returns when you complete the FAFSA, you should estimate 2012 income data to the best of your ability.
5. TAX RETURNS: 2012 federal income tax returns and W-2s are due March 1, 2013. Signed copies of parent and student 2012 federal income tax returns and W-2 forms are required for verification of the information which you report on the financial aid application forms. Submit 2012 tax returns as soon as they are completed, preferably no later than March 1, directly to the College Board using their IDOC service: http://idoc.collegeboard.com. You will receive an e-mail with a cover sheet and detailed instructions from the College Board on how to submit these documents. Please allow up to two weeks processing time on all documents submitted to IDOC. You must file a Financial Aid PROFILE to receive an IDOC cover sheet. If 2012 tax returns cannot be submitted to IDOC before March 1, send copies of 2011 taxes and 2012 W-2s via fax (preferred method: 212-854-5353) or mail directly to Columbia. You will be required to submit the 2012 Tax Returns to IDOC when they are available. If your parents will not file a 2012 federal tax return, they must file a Parent Tax Non-Filer Certification Form (available from our website). If you will not file a 2012 federal tax return, you must submit a Student Tax Non-Filer Certification Form (available from our website). Copies of tax returns submitted to the financial aid office must be signed and must include all schedules and W-2 forms.

Instructions for Foreign and International Students

Foreign students are those who do not fall into any of the following categories: citizens and permanent residents of the United States, persons granted refugee visas by the U.S.

Admission to Columbia is not need-blind for foreign students.

Instructions for Foreign Students

1. CSS Profile: Foreign students should complete the CSS Profile online at www.collegeboard.com/profile. Columbia’s CSS Profile Code is 2116.

2. Income Tax Returns: Copies of your family’s most recent, completed Income Tax Returns (all pages and attachments) should be faxed (preferred method: 212-854-5353) or mailed to Columbia. If tax returns are not filed in your country, please submit current statements of earnings from your parents’ employers showing their yearly earnings. All tax/income documents (if not already in English) should be officially translated into English. Clearly print your name and Columbia ID Number at the top of all documents to ensure proper filing.
You will be required to select three possible areas of interest on the Columbia Supplement to The Common Application. Please use the codes below. Columbia College applicants must select only from the Columbia College list; Columbia Engineering applicants must select only from The Fu Foundation School of Engineering and Applied Science list.

**Columbia College Codes**

<table>
<thead>
<tr>
<th>Area</th>
<th>Code</th>
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<td>Neuroscience and Behavior</td>
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<td>Philosophy</td>
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<td>Physics</td>
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<td>Political Science</td>
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<td>Political Science-Statistics</td>
<td>CCOCT</td>
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<td>Portuguese</td>
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<td>Undecided</td>
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</table>
You will be required to list up to three extracurricular activities which you wish to pursue in college on the Columbia Supplement. Please use the codes below.

### Extracurricular Activity Codes

78 Academic/Quiz Bowl  
82 Entrepreneurship  
83 Science and Engineering  
86 Academic Journals  
20 Environmental Activism  
50 Skiing/Snowboarding  
03 Archery  
21 Fencing  
51 Soccer  
04 Art  
22 Field Hockey  
52 Softball  
79 Badminton  
23 Film/Filmmaking  
53 Squash  
05 Band  
24 Football  
54 Student Government  
06 Baseball  
32 Foreign Language  
55 Swimming/Diving  
07 Basketball  
25 Frisbee  
56 Table Tennis/Ping Pong  
08 Bowling  
27 Golf  
57 Tennis  
10 Cheerleading  
28 Gymnastics  
58 Theatre/Improv  
11 Chess  
29 Hosting/Debate  
65 Tour Guide/Campus Ambassador  
80 Chorus/A Capella  
30 Ice Hockey  
59 Track/Cross Country  
13 Community Service  
31 Lacrosse  
61 Volleyball  
15 Crew  
32 LGBT Activism  
62 Water Polo  
16 Cricket  
33 Literary Magazine  
63 Wrestling  
17 Cycling  
34 Martial Arts  
64 Yearbook  
18 Dance  
35 Math  
65 Yearbook