

*Start here  
to begin the  
experience  
of a lifetime.*



## *step one*

### **DETERMINE WHO YOU ARE**

The process and requirements for applying to Montana Western depend on whether you are a freshman, transfer or non-traditional student. Please use the definitions below to determine your student status. The next page provides a detailed list of applicant requirements for each category.

**I'M A FRESHMAN.**

You are a freshman if you have a high school diploma or GED; are under 21; and have never attended or have attempted fewer than 12 credits at a regionally accredited college or university.

Please see "FRESHMEN" next page.



**I'M A TRANSFER STUDENT.**

You are a transfer student if you have attempted 12 or more semester credits at a regionally accredited college or university. We will review your transcripts and provide information about the transfer of credits.

Please see "TRANSFER" next page.



**I'M A NON-TRADITIONAL STUDENT.**

If you have not attended college, are 21 years or older or you graduated from high school more than three years prior to the date you wish to enter college, you are considered a non-traditional student.

Please see "NON-TRADITIONAL" next page.



## *don't forget*

### **APPLICATION DEADLINES**

DEADLINE FOR ADMISSION: rolling

PRIORITY ADMISSION DEADLINES: July 1 (fall semester);  
Dec. 1 (spring semester); April 1 (summer semester)

PRIORITY DEADLINE FOR FINANCIAL AID APPLICATION\*:  
Feb. 15 (fall semester); Dec. 15 (spring semester)

\*To file the Free Application for Federal Student Aid (FAFSA) please visit [www.fafsa.ed.gov](http://www.fafsa.ed.gov).

SCHOLARSHIP DEADLINE: Feb. 1

WUE DEADLINE: July 1

## FRESHMEN



### FRESHMAN CHECKLIST

The following are required of freshmen seeking two- and four-year degrees:

- A completed application for admission (priority fall deadline July 1).
- A \$30 non-refundable application fee.
- Final-official high school transcript or GED score.
- ACT (writing subscores required) or SAT I scores.
- Students born after 1956 are required to send documentation of their Measles, Mumps and Rubella (MMR) vaccinations (two doses).
- High school self-report form (see page seven).

For detailed information on degree requirements please visit [www.umwestern.edu/howtoapply](http://www.umwestern.edu/howtoapply).

## TRANSFER



### TRANSFER CHECKLIST

The following are required of each transfer student applicant:

- Application for admission (priority fall deadline July 1).
- \$30 non-refundable application fee.
- Final-official college transcripts.
- Students born after 1956 are required to send documentation of their Measles, Mumps and Rubella (MMR) vaccinations (two doses).

For detailed information on degree requirements please visit [www.umwestern.edu/howtoapply](http://www.umwestern.edu/howtoapply).

## NON-TRADITIONAL



### NON-TRADITIONAL CHECKLIST

The following are required of each non-traditional student applicant:

- Application for admission (priority fall deadline July 1).
- \$30 non-refundable application fee.
- Final-official high school transcript or GED score.
- Students born after 1956 are required to send documentation of their Measles, Mumps and Rubella (MMR) vaccinations (two doses).

For detailed information on degree requirements please visit [www.umwestern.edu/howtoapply](http://www.umwestern.edu/howtoapply).

*step two*

**APPLY FOR ADMISSION**

**ABOUT YOU (PLEASE TYPE OR PRINT)**

Full Legal Name \_\_\_\_\_  
FIRST MIDDLE LAST

Previous Name(s) \_\_\_\_\_ Preferred Name \_\_\_\_\_

Permanent/Parents Address \_\_\_\_\_ Phone Number ( ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

Current Mailing Address \_\_\_\_\_ Phone Number ( ) \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_

E-mail Address \_\_\_\_\_

Birthdate \_\_\_\_\_ / \_\_\_\_\_ / \_\_\_\_\_ Birthplace \_\_\_\_\_  
MONTH DAY YEAR

Country of Citizenship \_\_\_\_\_

If not the U.S. are you a permanent resident alien of the U.S.?  Yes  No

Social Security No. \_\_\_\_\_ - \_\_\_\_\_ - \_\_\_\_\_

We ask that you voluntarily provide the information above. Your social security number permits the school to distinguish between individuals of the same or similar names. You will not be penalized should you decline to provide this information. If you are receiving financial aid we will need your social security number to match your award.

**GENDER & ETHNICITY INFORMATION**

The University of Montana Western does not discriminate in admission, or the provision of services nor employment policies on the basis of race, gender, national origin, marital status, creed, religion, color, age, or physical or mental handicap. Providing the following information is voluntary and the information provided will not be used in a discriminatory manner.

Your gender?  Male  Female

Are you of Hispanic or Latino origin?  Yes  No

Please select the racial category below that best describes you.

- American Indian or Alaskan Native
- Black or African American
- White
- Unknown Racial Heritage
- Nonresident Alien
- Asian
- Native Hawaiian/Pacific Islander
- Two or more races

## YOUR OBJECTIVES

When will you enroll?  Fall 20\_\_\_\_  Spring 20\_\_\_\_  Summer 20\_\_\_\_

BACHELOR'S DEGREE (indicate field of study below)  SECOND BACHELOR'S DEGREE (indicate field of study below)

If you plan to receive financial aid you must declare a degree below (please choose one only).

Bachelor of Arts Degrees

Anthropology and Sociology

Global Politics

Psychology

English

Modern History

Social Science Interdisciplinary

Fine Arts

Bachelor of Science Degrees

Biology

Environmental Sciences

Mathematics

Business

Health and Human Performance

Natural Horsemanship

Environmental Interpretation

Early Childhood Education Location \_\_\_\_\_

Elementary Education \_\_\_Montana Western \_\_\_Butte

Secondary Education (please check one below)

Art K-12

History

Biology

Industrial Technology (UM-Helena)

Business & Computer Applications

Interdisciplinary Social Science

Computer Science K-12

Library Media K-12

Drama K- 12

Literacy K-12

Earth Science

Mathematics

English

Music K-12

General Science Broadfield

Special Education K-12

Health and Human Performance K-12

Bachelor of Applied Science Option Area \_\_\_\_\_

ASSOCIATE DEGREE (indicate program below)

Associate of Arts

Associate of Science

Associate of Applied Science: Business

Associate of Applied Science: Early Childhood Education SITE \_\_\_\_\_

Associate of Applied Science: Education Studies

Associate of Applied Science: Equine Studies

Associate of Applied Science: Natural Horsemanship

Associate of Applied Science: Tourism & Recreation

NON-DEGREE SEEKING (not pursuing a degree or certificate at this institution)

POST-BACCALAUREATE (bachelor degree earned/not pursuing a graduate program at this time)

## YOUR ACADEMIC HISTORY

If you are or will be a high school graduate, please indicate:

Graduation Date / / Complete Name of High School  
MONTH DAY YEAR

High School City State Zip Code

If you have or will receive a GED, please indicate location and date: / /  
MONTH DAY YEAR

## YOUR ACADEMIC HISTORY CONT...

Were you previously enrolled at the University of Montana Western?  Yes  No

If yes, list dates of previous attendance \_\_\_\_\_ and/or dates of continuing education or extension enrollment \_\_\_\_\_

If you have attended or are attending a college or university, you must provide the following information for each institution (whether or not credit was earned). Please include an additional page if necessary.

Complete School Name \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned \_\_\_\_\_

Complete School Name \_\_\_\_\_ City, State, Zip Code \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned \_\_\_\_\_

Complete School Name \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned: \_\_\_\_\_

Complete School Name \_\_\_\_\_ City, State, Zip Code: \_\_\_\_\_

Attendance Period (term/year to term/year) \_\_\_\_\_ Degrees/credit earned: \_\_\_\_\_

**NOTE:** If you were ever suspended or dismissed for academic reasons from any of the institutions listed above, please describe the circumstances below.

\_\_\_\_\_

## YOUR RESIDENCY CLASSIFICATION

All individuals are classified as either Montana residents (in-state) or non-residents (out-of-state). The answers you provide to the questions below will assist university personnel in determining your residency classification for tuition payment purposes. You may be asked to provide additional information and to verify your answers by providing documentation (copies of your and/or your parents/guardian or spouses driver's licenses, tax returns, employment affidavits, military records, for example). Attach any additional information you feel might be important to those who will determine your residency status.

Are you claiming in-state status for tuition payment purposes?

No What state are you a resident of? \_\_\_\_\_ (Skip to the Safety and Security section on the next page.)

Yes Please answer ALL questions below. If you are using your own information to determine residency, please use the YOU column. If you are a dependent and are relying on the information of a parent, guardian or spouse to qualify for resident tuition, use the PARENTS/GUARDIAN column.

	YOU	PARENTS/GUARDIAN
Dates of continuous physical residence in Montana (month/day/year).	___/___/___ to ___/___/___	___/___/___ to ___/___/___
Dates of employment in Montana (month/day/year).	___/___/___ to ___/___/___	___/___/___ to ___/___/___
Employer _____	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other	<input type="checkbox"/> Full-time <input type="checkbox"/> Part-time <input type="checkbox"/> Other
City _____		
Employer _____		
City _____		
List the last two years in which Montana income tax returns have been filed.	_____	_____
Date current Montana driver's license was issued (month/year).	___/___	___/___
List the last two years of Montana motor vehicle registration.	_____	_____

## YOUR RESIDENCY CLASSIFICATION (CONT.)

	YOU	PARENTS/GUARDIAN
Date of Montana voter registration (month/year).	___/___	___/___
Dates of extended absences from Montana during the last two years (month/day/year).	___/___/___ to ___/___/___	___/___/___ to ___/___/___

Reason for absence \_\_\_\_\_

Have you served as a member of the United States armed forces?  Yes  No

Dates of active duty (month/day/year) \_\_\_\_\_ to \_\_\_\_\_

City and state from which you entered the service \_\_\_\_\_

I am the spouse or dependent child of an individual who is a member of the U.S. armed forces assigned to active duty in Montana.  Yes  No

I am or will be a graduate of a Montana high school after attending that school for my entire senior year, and I have or will be registering at a unit of the Montana University System within two fall terms of my high school graduation.  Yes  No

Please fill in the table below with information about yourself for the past two years.

FROM	DATES		PLACE OF RESIDENCE	EMPLOYMENT	SCHOOLS ATTENDED
	TO				

## SAFETY & SECURITY (this section must be completed)

1. Have you ever been convicted of a felony (including instances of deferred sentence)?  No  Yes
2. Have you ever been subjected to court-ordered confinement for threatening of causing physical or emotional injury to persons or to property?  No  Yes
3. Have you ever been disciplined, suspended from, or placed on probation at any educational institution for non-academic reasons?  No  Yes
4. Have you ever been required to register as a sexual or violent offender?  No  Yes

If you answered yes to any of these questions, provide information for EVERY such conviction. Failure to do so will delay processing of your application.

## YOUR SIGNATURE

I hereby certify that to the best of my knowledge the foregoing information is true and complete without evasion or misrepresentation. I understand that if it is later found otherwise, it is sufficient cause for rejection or dismissal. If my application for admission is approved, I agree to abide by the present and future rules and regulations, both academic and nonacademic, and the scholastic standards of the appropriate institution, its colleges, schools, departments and institutes, including but not limited to those rules, regulations and standards stated in both the undergraduate and graduate catalogs. I further acknowledge that if I fail to adhere to these regulations or meet these requirements, my registration may be canceled.

Applicant's Complete Legal Signature

Date

PLEASE SEND THIS FORM AND APPLICATION FEE TO: The University of Montana Western, Office of Admissions, 710 S. Atlantic St., Dillon, Mont. 59725.

# HIGH SCHOOL SELF REPORT

1. New freshman applicants who have graduated within the last three years MUST complete this form and return it with their application for admission (see GED-only exception below). A current transcript WILL NOT substitute for this document.
2. Official high school transcripts should be sent only after graduation.
3. Please complete the self-report form on the reverse side.
4. Please list all courses passed, including those in progress. Please print clearly.

Name \_\_\_\_\_ Social Security No. — —  
FIRST MIDDLE LAST

Graduation Date / /  
MONTH DAY YEAR

Complete Name of High School \_\_\_\_\_

City \_\_\_\_\_ State \_\_\_\_\_ Phone ( ) \_\_\_\_\_

For Montana residents only, please include your Office of Public Instruction (OPI) state ID number (9 digits)

Current class rank \_\_\_\_\_ in a class of \_\_\_\_\_ Current cumulative grade point average on a 4.0 scale \_\_\_\_\_

### TEST SCORES:

ACT \_\_\_\_\_ Test date \_\_\_\_\_  
ENG MATH READ SCI COMPOSITE WRITING SUBSCORE

SAT \_\_\_\_\_ Test date \_\_\_\_\_  
VERBAL MATH WRITING MC ESSAY TOTAL

Montana University System (MUS) writing score \_\_\_\_\_ Test date \_\_\_\_\_

I have not yet taken the ACT or SAT Intended test date \_\_\_\_\_

Other (specify) \_\_\_\_\_ Test date \_\_\_\_\_

GED passed on this date (request that official scores be sent) / /  
MONTH DAY YEAR CITY STATE

### PLEASE CHECK ANY THAT APPLY TO YOU:

- Before my first enrollment begins, at least three years will have passed since my high school graduation date.
- I will be a part-time student, enrolled for seven or fewer credits.
- I will be enrolling only for summer term(s).
- I will not meet admission requirements and would like an exemption to the requirements or to attend part-time (contact the admission office regarding requirements).
- I request that the decision on my application take into consideration my special talents, minority status or special needs. (You may make your request here or on a separate page.)

I understand that this information may be used as a preliminary basis for admission to the university. It is complete and correct as of this date. If information changes, I will notify the admission office of the changes and understand that my admission status will be reevaluated.

Applicant's Signature \_\_\_\_\_ Date \_\_\_\_\_

## PLEASE COMPLETE THE FORM ON THE BACK OF THIS PAGE.

# SELF-REPORT OF HIGH SCHOOL COURSES

**INSTRUCTIONS AND FORM**

**COLLEGE PREPARATORY COURSES:**

Complete this section using the exact titles of high school courses you have passed (including courses you plan to take). If you are unsure of any information, please contact your high school counselor or principal for clarification. Place an asterisk (\*) by courses not yet completed.

**GRADUATES OF MONTANA HIGH SCHOOLS:**

Your high school counselor or principal has the "School List of Academic Courses that Satisfy the Board of Regents' College Preparatory Curriculum." Use only your courses from the list to complete this section.

**GRADUATES OF HIGH SCHOOLS OUTSIDE THE STATE OF MONTANA:**

If you have completed a similar college preparatory program required in your state, please have your school verify the completion below.

Montana University System College Preparatory Requirement	Semester	9th Grade course/grade	10th Grade course/grade	11th Grade course/grade	12th Grade course/grade	OFFICE USE
<b>A. English</b> (4 years) Written and oral communication skills and literature.	1					
	2					
<b>B. Mathematics</b> (3 years) Including Algebra I, Geometry, Algebra II (or sequential equivalent).	1					
	2					
<b>C. Social Studies</b> (3 years) Including global (world) studies; American hist.; and gov't, econ, Indian history, psych, sociology or other third-year course.	1					
	2					
<b>D. Laboratory Science</b> (2 years) Including at least one year of earth science, biology, chemistry or physics.	1					
	2					
<b>E. Other</b> (2 years) Chosen from foreign language, computer science, visual/performing arts or vocational education.	1					
	2					

## COLLEGE PREPARATORY VERIFICATION (OUT-OF-STATE STUDENTS ONLY)

\_\_\_\_\_ has completed or will complete the college preparatory curriculum  
STUDENT NAME

approved by the State of \_\_\_\_\_

Name of high school official \_\_\_\_\_ Signature \_\_\_\_\_

Position \_\_\_\_\_ Date \_\_\_\_\_