



Office of Admission
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www.mcla.edu



MASSACHUSETTS COLLEGE OF LIBERAL ARTS

Application for Undergraduate Admission

MCLA

Important Dates for Fall Admission

- December 1** Rolling admission cycle begins. Early action applicants reviewed.
- December 15** Notification of early action acceptances.
- January – May** First year and transfer applications are evaluated and decisions are completed on a daily basis.
- February 1** Students should submit the Free Application for Federal Student Aid (FAFSA) by this date. The MCLA financial aid form will be sent directly to each applicant and should be mailed by this date also.
- March 1** Financial Aid Priority Review Date: Award letters will be mailed to students who are eligible for financial assistance. Award letters will continue to be mailed on a rolling basis to students applying late.
- May 1** Accepted students are encouraged to submit a non-refundable deposit indicating their intention to enroll at MCLA. Extensions beyond May 1 can be obtained by writing or calling the Office of Admission.
- May – August** The Office of Admission continues to receive and evaluate applications for the fall semester based on space availability. Financial aid awards are based on eligibility and availability of funds.
- Spring Semester Enrollment** Students interested in entering MCLA in the spring term must submit their admission application and all academic credentials by December 1. The Financial Aid deadline for the spring term is December 15.

Statement on Diversity

MCLA is committed to attracting students from diverse backgrounds and strongly believes in the value of a campus that reflects a variety of cultures. MCLA is an academic community dedicated to the ideals of justice, caring and respect in the pursuit of academic excellence. As such, the College seeks to:

- Promote the establishment of a diverse college community in which people maintain open minds.
- Foster tolerance and respect for each individual's cultural background.
- Facilitate students' appreciation of a pluralistic society and world.
- Stress acceptance, civility, and communication among all persons.
- Provide global experiences that enable our students to function in an increasingly interdependent world.

Statement on Non-Discrimination

MCLA prohibits discrimination on the basis of race, creed, religion, color, gender, sexual orientation, age, disability, veteran status, marital status, or national origin in any aspect of its employment; in the recruitment, admission, and treatment of students; and in its policies and programs, as supported by federal and state laws and regulations.

MCLA enroll students who will contribute to our college community as well as benefit from the quality educational experience of a public liberal arts college. As a member of the public higher education system, MCLA admission standards are determined by the Massachusetts Department of Higher Education. Questions can be directed to 800-969-MCLA or 413-662-5410 or you may email us at admissions@mcla.edu.

Admission Application and Fee

Please complete the admission application section of this packet and mail with the \$35.00 application fee (check or money order accepted) payable to MCLA or you may apply online at www.mcla.edu/apply.

Dates of Enrollment and Admission Options

MCLA operates on a semester basis with students being admitted to both the fall and spring terms.

Early Action: Optional for Fall Admission Only

First year applicants who wish to apply early for admission to MCLA may submit their complete application package by December 1st to the Office of Admission. Early action is not binding and only provides students with an early admission decision without obligation to enroll.

Regular/Rolling Admission

All candidates for admission are considered on a rolling admission cycle. The Office of Admission reviews applications from December through the spring term. First year applicants are encouraged to apply in November of their senior year, once first quarter grades are posted. All applicants should apply early to ensure availability of classroom space, housing, and consideration for scholarships and financial aid.

Application Checklist

- Application for Admission**
Please print clearly and make sure that all questions are answered accurately. (check that you have included your intended major and signature)
- Application Fee - \$35.00**
Check or money order payable to MCLA
- Official Transcripts**
First Year: Official high school transcript including first quarter senior grades
Transfer: Official transcript(s) from each college attended and high school transcript (if no Associate's Degree)
- Personal Statement**
- List of Activities/Resumé**
- SAT I or ACT Scores**
First Year: Please send copies of your official score report indicating all score results.

MCLA's Codes

College Board code: 3521
ACT code: 1908

Applicant Types and Required Credentials

First Year Applicants

- Official high school transcript, including first quarter senior grades*
- SAT I or ACT scores
- Personal Statement and list of activities, awards, etc.

*Verification of high school diploma must be received prior to enrollment.

Transfer Applicants

(12 or more transferable credits of college-level coursework)

- Official college transcript(s) from each institution attended
- Verification of high school graduation/high school transcript (if no Associate's Degree)
- Resumé or list of activities, awards, etc.

Adult Learners

(out of high school three or more years, with no college credit)

- Official high school transcript verifying graduation or GED test scores
- Resumé or list of previous life experiences
- Personal Statement
- Interview recommended

Re-admit Students

(students who have previously attended MCLA as a matriculated student)

- Official transcripts of coursework completed after leaving MCLA
- Interview recommended or may be required based on previous MCLA academic record

International Students: Non-US Citizens

- Secondary school transcript and/or college transcripts translated and evaluated in English
- TOEFL or ELPT scores (English Language Proficiency Test)
- SAT I or ACT scores
- Certificate of finances and affidavit of support (available online at www.mcla.edu/international)
- Personal Statement

Admission to Academic Majors

MCLA admits both first year and transfer students directly to a Bachelor of Arts or Bachelor of Science program at the time of admission to the College. Students may choose a concentration at the time of admission or anytime during their enrollment.

Students pursuing Teacher Licensure must choose a liberal arts major (see programs with * on application form) along with an education major (early childhood, elementary, middle school or secondary). Massachusetts Licensure is reciprocal with most states including our neighboring states of Connecticut, Maine, New Hampshire, New Jersey, New York, Rhode Island, and Vermont. Teacher Licensure candidates must meet additional criteria in order to pursue Massachusetts Teacher Licensure once enrolled at MCLA. For more information contact the Education Department at (413) 662-5381 or the Office of Admission at (413) 662-5410.

Undeclared Status

Students who are unsure or undecided as to their major have the option of applying for admission as Undeclared. Admission requirements are the same for Undeclared as for all other majors. The College requires that students choose a major by the end of their sophomore year. The Advising Center serves as the academic department contact for all Undeclared students.

Honors Program Admission

First Year and Transfer Students Invited

Invitations to participate in MCLA's Honors Program will be sent during the spring term to accepted students who qualify. A minimum grade point average of 3.2 is required to qualify. Students may contact the Coordinator of the Honors Program for more information: www.mcla.edu/honors.

Housing/Residency Requirement

MCLA requires that all traditional aged students live on campus for three years. Commuting students who live at home with their parents, or adult learners, are exempt from this requirement. For more information regarding the residency requirement, please contact the Office of Admission.

Individual Enrichment Program

Summer Seminar: First Year Students Only

The Individual Enrichment Program Summer Seminar is a four-week residential intensive academic program providing an option for alternative admission to the College. Space in the program is limited and applicants are evaluated on academic achievement, standardized test scores, extracurricular activities, and other personal qualities that indicate potential for college success. It is also important that applicants display appropriate academic need in order to participate in the seminar. Successful completion of the summer seminar guarantees and requires enrollment at MCLA for the following year.

The seminar is cost-free for participants who meet at least one of these federal guidelines: low-income, first-generation college student, or person with learning or physical disability. The cost of tuition, fees, room, board, books and cultural enrichment activities are greatly reduced (in comparison to the cost of a semester at MCLA) for those who do not meet such guidelines. Alternative financing is available for qualified applicants.

If you are interested in the program, please download an Individual Enrichment Program application online at www.mcla.edu/iesummer and include it with your application to MCLA.

Financial Aid

MCLA awards 13 million dollars in federal, state, and institutional financial aid each year to eligible students. However, many students miss out because they do not think they are eligible and do not complete the Free Application for Federal Student Aid (FAFSA). To apply for financial aid, students must complete the FAFSA, available on the Federal Financial Aid Web site at www.fafsa.ed.gov. Financial Aid can be used to pay for tuition, fees, books, transportation, and other educational expenses.

We strongly encourage you to complete the FAFSA. If you need help with your financial aid application or college financial planning, our Financial Aid Office has counselors who can assist you.

Programs of Study

Art, B.A.

Arts Management, B.A.

Athletic Training, B.S.

Biology, B.S.

biotechnology
cytotechnology
general biology
medical technology
pre-physical therapy
pre-professional

Business Administration, B.S.

accounting
business
business information systems
event management
international business
management
marketing
sport management

Computer Science & Information Systems, B.S.

Education, B.S.

early childhood (pre-K – 2)
elementary (1 – 6)
middle-school (5 – 8)
secondary (8 – 12)

English/Communications, B.A.

broadcast media
corporate communications
film studies
journalism
literature
public relations
writing

Environmental Studies, B.A.

Fine & Performing Arts, B.A.

art
arts management
music
theatre

History, B.A.

Interdisciplinary Studies, B.A. (student created programs)

Mathematics, B.A.

Philosophy, B.A.

law, ethics & society
(pre-law advising)

Physics, B.A., B.S.

Political Science & Public Policy, B.A.

Psychology, B.A.

behavior analysis

Sociology, B.A.

anthropology
child & family studies
criminal justice
general sociology
health, aging & society
social work

Undecided about a major?

If you are unsure about your major, you can apply as an undeclared student. The Advising Center serves as department contact for all undeclared students.

Minor Programs

Students have the option of pursuing a minor program to complement their major.

Anthropology | Art | Art History | Arts Management | Behavior Analysis | Biology | Business Administration | Canadian Studies | Chemistry | Child & Family Studies | Computer Science | Criminal Justice | Economics | English | Environmental Studies | Geography | Health, Aging & Society | History | Information Technology | Literature | Marketing | Mathematics | Music | Philosophy | Physics | Political Science | Psychology | Public & Local History | Spanish | Sport Coaching | Social Work | Sociology | Theatre | Women's Studies



Intended Area of Study: *Bachelor of Science (B.S.) and Bachelor of Arts (B.A.) Programs*

Please place a ✓ in the appropriate box indicating the major and concentration and/or Teacher Education program that you wish to pursue at MCLA.

Students who are unsure of their academic program should choose Undeclared. Those seeking Teacher Licensure must select a liberal arts major in conjunction with the education major (see those programs with *). Interdisciplinary Studies majors may design their own areas of study.

- Art, B.A.**
- Arts Management, B.A.**
- Athletic Training, B.S.**
- Biology, B.S.***
 - biotechnology
 - cytotechnology
 - general biology
 - medical technology
 - pre-physical therapy
 - pre-professional
- Business Administration, B.S.**
 - accounting
 - business
 - business information systems
 - event & sport management
 - international business
 - management
 - marketing
- Computer Science & Information Systems, B.S.**
- Education, B.S.**
 - early childhood (pre-K – 2)
 - elementary (1 – 6)
 - middle school (5 – 8)
 - secondary (8 – 12)
- English/Communications, B.A.***
 - broadcast media
 - corporate communications
 - film studies
 - journalism
 - literature
 - public relations
 - writing
- Environmental Studies, B.A.***
- Fine & Performing Arts, B.A.**
 - art
 - arts management
 - music
 - theatre
- History, B.A.***
- Interdisciplinary Studies, B.A.***
(student created programs)
- Mathematics, B.A.***
- Philosophy, B.A.***
 - law, ethics & society
(pre-law advising)
- Physics, B.A.,* B.S.**
- Political Science & Public Policy, B.A.**
- Psychology, B.A.***
 - behavior analysis
- Sociology, B.A.***
 - anthropology
 - child & family studies
 - criminal justice
 - general sociology
 - health, aging & society
 - social work
- Undeclared***

Highest Degree: *(held at time of enrollment to MCLA)*

- High School Diploma
- GED (High School Equivalency) Year received: _____
- Associates Degree from a Massachusetts Community College
- Other Associates Degree
- Bachelors Degree
- Masters Degree
- Other: _____

High School and/or Preparatory Schools Attended/Attending:

<i>Name of School & CEEB #</i>	<i>City & State</i>	<i>Dates Attended</i>	<i>Guidance Counselor & High School Phone Number</i>
1. _____	_____	_____	_____
2. _____	_____	_____	_____

Standardized Test Requirements and Dates: *(First Year Only)*

It is the responsibility of each first year applicant to provide officially reported SAT I or ACT scores. MCLA's CEEB number is 3521 and our ACT code is 1908. Please indicate the testing dates for these examinations:

SAT I: _____ **SAT I:** _____ **ACT:** _____ **ACT:** _____
month/year month/year month/year month/year

You may claim an SAT/ACT exemption if you are learning disabled and submit appropriate documentation of your disability in lieu of SAT test scores, in accordance with Chapter 766 of the Massachusetts Acts of 1972. (Please review www.mcla.edu/ld for more specific information.)

Place a check below if you wish MCLA to consider additional information relative to this law.

- Yes, I wish to request an SAT/ACT exemption based on the law above.

Advanced Placement (AP) Examinations:

Please list all Advanced Placement courses that you are presently enrolled in and examinations you expect to take prior to enrollment at MCLA. Official examination score reports must be sent directly to MCLA.

Financial Aid:

Please select the option below that best describes your plans to complete a FAFSA. This information will have no impact on whether you are admitted to the college.

- I plan to apply for federal, state, and institutional financial aid and am prepared to complete the FAFSA at www.fafsa.ed.gov.
- I plan to apply for federal, state, and institutional financial aid, but I need help from the Financial Aid Office to complete the FAFSA. Please contact us at 800-969-MCLA, 413-662-5219, or finaid@mcla.edu for assistance.
- I do not plan to apply for federal, state, or institutional financial aid at this time.

College Information:

All students with college credit must complete this section and have official transcripts from each institution attended sent to the **Office of Admission**. Please list all colleges below, beginning with most recent college attended. Total number of colleges attended: _____

<i>Institution</i>	<i>Location (City & State)</i>	<i>Dates Attended</i>	<i>Degree Awarded</i>

Are you presently enrolled in a college? Yes No If yes, how many credits? _____

Are you planning to enroll in summer courses prior to enrollment? Yes No

Have you previously attended MCLA?

Yes No If yes, what year/semester(s): _____