

# Application instructions for the Class of 2016

## Admission overview

Colgate's admission process is designed to identify individuals of intellectual and cultural diversity, academic skill, and wide-ranging interests and backgrounds. Each application is read by members of the admission staff and evaluated on its own terms, relative to the entire applicant group. The admission staff looks for demonstrated achievements and individual talents and differences. Our goal is to understand each student's abilities and potential, and to admit the most able and promising mix of students.

Academic achievement and intellectual potential are the primary criteria for admission. Colgate also values demonstrated leadership, curiosity, and substantive involvement in extracurricular and community activities. The breadth and depth of a student's interests, both in and out of the classroom, are important factors in the admission evaluation, helping to distinguish among the majority of applicants who demonstrate outstanding preparation for the academic challenge of Colgate.

In shaping the class, the admission staff seeks applicants representing diverse economic, racial, and geographic backgrounds whose talents and perspectives enrich the variety of ideas and experiences in the learning community.

## First-year application

Colgate's application is the Common Application available at [www.colgate.edu](http://www.colgate.edu) and [www.commonapp.org](http://www.commonapp.org). These websites include all forms necessary to apply for admission to Colgate University as a first-year student: the Common Application, School Report and two Teacher Evaluation forms, Mid-Year Report, plus Colgate's required one-page supplement and a Colgate essay question. Early Decision candidates must also submit the Early Decision agreement. Candidates for financial aid must complete the PROFILE and supplements by the appropriate deadlines. It is the responsibility of the applicant to verify that Colgate has received all required application materials. Applications that remain incomplete will be at a distinct disadvantage and will normally be denied.

You may download the Common Application forms from the Colgate website, [www.colgate.edu](http://www.colgate.edu), or from the Common Application website, [www.commonapp.org](http://www.commonapp.org). Links are provided on the Colgate website. Be sure to complete the Colgate supplement and have mid-year senior grades submitted.

**Electronic application:** You may complete the application online at [www.commonapp.org](http://www.commonapp.org) and submit it electronically. Please do not fax your application.

## Deadlines and notification

### For regular decision candidates

All materials, including standardized testing results, should be postmarked by January 15. The Mid-Year or First Trimester School Report is required and should be sent in mid-February.

Financial aid candidates under regular decision must file required forms and supplements by the appropriate deadlines: the completed CSS PROFILE is due by January 15. (See financial aid section for more information.)

Notice of regular admission decisions will be mailed by April 1. Admission is granted only through written notice by the Office of Admission.

### Early Decision Option I

Applications are due by November 15; decisions are mailed in mid-December. Admission is granted only through written notice by the Office of Admission.

### Early Decision Option II

Applications are due by January 15; applicants for regular decision may convert to ED II status by filing a completed Early Decision Agreement by March 1. Review of completed ED II applications begins in mid-January and

continues on a rolling basis. Notification occurs within 3–4 weeks of completing the application; decisions are mailed weekly. Admission is granted only through written notice by the Office of Admission.

Both ED I and ED II are binding admission programs. Consult the Early Decision Agreement Form for full details.

## Application requirements

**1. Application fee:** A \$60 application fee is required. The fee for online applications can be paid through the Common Application website. Paper applications must be accompanied by a check made payable to Colgate University. Colgate accepts official fee waivers, for those who qualify, from the College Board, the National Association for College Admission Counseling, and Expanding College Opportunities. The fee waiver should be submitted online or mailed to the Office of Admission. Additionally, the application fee is waived for students whose permanent mailing address is outside the United States.

**2. Counselor evaluation and high school transcript:** Your official high school transcript(s) should be sent to the Office of Admission by your high school. The high school transcript(s) should include your class rank and/or cumulative GPA, senior classes, and latest grades completed. Please have your high school send the Mid-Year or First Trimester School Report when those grades become available.

**3. Recommendations:** Submit the Teacher Evaluations to two teachers from two different major academic subjects (English, social studies, sciences, foreign language, or mathematics) taught in your sophomore, junior, or senior years. Letters received on school letterhead are also welcomed.

**4. Essays:** Your response to one of the essay topics on the Common Application and to the Colgate essay (listed on the Colgate supplement) should accompany the application.

### 5. Supplements:

- A.** Colgate Supplement (required) – Please respond to all questions on the Colgate Supplement and return it with your application. The Colgate Supplement, with handwritten or electronic signature, must be received before an application can be reviewed.
- B.** Home School Supplement (if applicable)
- C.** International School Supplement (optional)

**6. Testing:** Please submit the results of standardized testing to Colgate by indicating our school code on the test receipt forms. A complete record of your standardized testing can also be submitted on your high school transcript(s). Colgate considers all SAT scores in the application review process and requires that students submit all SAT scores from all test dates. Be assured that Colgate considers only your highest scores when evaluating your application. You must complete one of the following testing options:

- A.** SAT Reasoning Test, College Board
- B.** ACT Assessment, The American College Testing Program  
*(optional writing test not required)*

**Note:** Results of the SAT Subject Tests are not required in the admission process. If you plan to continue your study of a foreign language at Colgate, however, taking the subject test in that language will help with course placement when you arrive at Colgate.

**Test of English as a Foreign Language (TOEFL):** The TOEFL is required of all international applicants for whom English is not the first language. For those U.S. citizens or permanent residents for whom English has not been the primary language, the TOEFL can be a valuable supplement to the student's application. Submit official results to the Office of Admission. If you are

unable to take the TOEFL due to cost or access, please submit a statement of the circumstances that prohibit you from taking the TOEFL. As an alternative you may also submit the results of the International English Language Testing System (IELTS).

**7. Non-academic information:** In addition to the required materials, Colgate accepts letters from individuals who know you well from direct experience and can effectively describe your accomplishments, community service, or similar activities.

Students active in the creative and performing arts may submit tapes and slide portfolios that are suitable for evaluation by appropriate Colgate faculty members. A résumé of musical or artistic training, festivals, competitions, and awards may be enclosed.

Evaluations from faculty will be referred to the Office of Admission and included in the student's application folder.

**Send music materials by January 15 to:**

Glenn Cashman  
Department of Music  
Colgate University  
13 Oak Drive  
Hamilton, NY 13346

**Submit art portfolios electronically by January 15 at**  
**<https://colgate.slideroom.com>**

**Financial aid**

Colgate is committed to meeting the demonstrated financial need of all admitted students who apply for aid. Through the generous use of institutional funds, Colgate strives to make a four-year private college education accessible.

All financial aid awards at Colgate are need-based. Most Colgate financial aid awards include a combination of grants, loans, and campus employment. A student's family is expected to do all it reasonably can to help meet educational expenses. Colgate also offers payment plans and parent loan options to help families spread the costs over more than four years, making the total investment more manageable.

A financial aid award cannot be made until all required forms are submitted. It is very important to meet the stated deadlines.

Contact the Office of Financial Aid, (315) 228-7431 or [finaid@colgate.edu](mailto:finaid@colgate.edu) if you have questions about financial aid for prospective students.

**Financial aid forms and deadlines**

All aid applicants for regular decision must file the **CSS PROFILE** by January 15, 2012. This form is the primary application used to determine eligibility for institutional grant funds. Failure to meet this deadline will put you at a disadvantage in the financial aid process. The Free Application for Federal Student Aid (FAFSA) is only required if a student enrolls at Colgate and receives financial aid.

The PROFILE is completed at [www.collegeboard.com/profile](http://www.collegeboard.com/profile). Please indicate Colgate's code: 2086.

Estimated income figures will most likely be used when filing the PROFILE.

**Early Decision candidates for financial aid**

Option I candidates should file the PROFILE by November 15. Candidates for Option II should complete the PROFILE as soon as they can; review of an application for admission with aid cannot occur if the PROFILE form has not been received by Colgate.

**Notification**

The admission and financial aid decisions are mailed in the same envelope. For Early Decision candidates, the notification can occur only after the PROFILE form has been received and processed.

**Additional information**

If your parents are separated, divorced, or were never married, the custodial parent and current spouse, if applicable, complete the PROFILE. After the PROFILE is completed, you will be directed by CSS to have your noncustodial parent complete the **Noncustodial PROFILE**.

If you are awarded financial aid and enroll at Colgate, you will be asked at a later date to submit tax information to the College Board IDOC service.

**Phone numbers**

General information..... (315) 228-1000  
Office of Admission..... (315) 228-7401  
Office of Financial Aid..... (315) 228-7431

**E-mail**

Office of Admission..... [admiss@colgate.edu](mailto:admiss@colgate.edu)  
Office of Financial Aid..... [finaid@colgate.edu](mailto:finaid@colgate.edu)

**Checklist**

**First-year applicants, regular decision**

- \_\_\_ \$60 application fee or fee waiver form
- \_\_\_ Official high school transcript and School Report, completed by your counselor
- \_\_\_ Teacher Evaluations from two different teachers in major academic subjects
- \_\_\_ Personal Statement and Colgate essay
- \_\_\_ Standardized testing scores (on official high school transcript or from a testing agency)
- \_\_\_ Colgate Supplement (available at [www.colgate.edu](http://www.colgate.edu)) complete with handwritten or electronic signature
- \_\_\_ Mid-Year Grade Report is due in February or as soon as possible.
- \_\_\_ If applying for financial aid, submit a completed PROFILE and required aid supplements by January 15, 2012.
- \_\_\_ Home School Supplement (if applicable)
- \_\_\_ International School Supplement (optional)

**International applicants**

- \_\_\_ First-year requirements as listed
- \_\_\_ TOEFL scores, or alternate assessment of English skills
- \_\_\_ Certified translation of official documents, when originals are not in English
- \_\_\_ If applying for financial aid, submit the PROFILE online by January 15, 2012. The form can be located at [www.colgate.edu/financialaid/apply](http://www.colgate.edu/financialaid/apply).
- \_\_\_ Home School Supplement (if applicable)
- \_\_\_ International School Supplement (optional)

**Early Decision applicants**

- \_\_\_ First-year requirements as listed.
- \_\_\_ Colgate's Early Decision Agreement Form (required), signed by student, a parent or guardian, and counselor.
- \_\_\_ All testing completed by November of the senior year for Option I and December for Option II (Colgate code: 2086).
- \_\_\_ If applying for financial aid in Option I, complete PROFILE by November 15. For Option II, complete the process as soon as possible.

**Use of this form is governed by the License Agreement for Common Application Forms, a copy of which is displayed at [www.commonapp.org](http://www.commonapp.org). Please read this agreement carefully before using the Common Application.**