The University of Mount Olive admits applicants whose academic potential and personal qualities are compatible with the distinctive mission of the institution and whose goals match the programs and services of the institution.

Mission: The University of Mount Olive is a Christian faith-based, values-centered private institution rooted in the liberal arts tradition. We serve our students, our founding church and our communities.

All students applying for undergraduate admission to the University must submit an application. Freshmen applicants to the traditional daytime program must submit an official high school transcript or equivalent proof of high school completion. College transfers and readmits entering the traditional daytime program, or any applicant to the nontraditional evening/online programs must submit official transcripts from all previously attended colleges.

The University will evaluate the validity of a student’s high school completion if the institution or the Secretary of the Department of Education (via Title IV FAFSA) has reason to believe that the high school diploma is not valid or was not obtained from an entity that provided secondary school education.

All official materials submitted in support of an application for admission become the property of the University. These materials will not be returned or released to third parties. Any student admitted on the basis of false and/or incomplete information is subject to immediate dismissal or other disciplinary action.

Admission to the Institution does not guarantee admission to any particular school or degree program. Each student must meet the requirements of the academic program s/he wishes to enter.
REASON FOR POLICY/PURPOSE

TO ENSURE CONSISTENCY OF ADMISSIONS DECISIONS:

To ensure consistency of practice and to conform with federal, state and institutional regulations, higher education best practices, and regional accreditation standards, all University of Mount Olive undergraduate admissions decisions and information communications regarding these decisions are centralized through the Office of Enrollment. Letters, notices and any other written communications which go to students flow through the institutionally-sanctioned information system(s) and institutional email. This practice assures that all applicants and transfers are treated consistently and that there is a record of communication to them. These policies are also communicated to prospective students and other constituents via the institutional website, the online catalog and admissions brochures and publications.

OPERATIONAL DEFINITIONS

The University offers undergraduate educational programs online and at various off-campus instructional sites, i.e. locations, among them Seymour Johnson AFB, Evening College at Mount Olive, New Bern, Jacksonville, Wilmington, Durham, and Washington, North Carolina.

Traditional students: Generally described as recent high school graduates, college transfers, or international students attending the Mount Olive daytime format. These students range in age from 18 years and older.

Nontraditional students: Generally described as adults that are high school graduates or college transfers, 21 years or older.

POLICIES

ADMISSIONS DECISIONS:

The University of Mount Olive admits undergraduate applicants whose academic and personal qualities are compatible with the mission. In order to ensure that students can benefit from the instruction offered at the institution, admissions decisions are made consistent with the policy described herein, and according to the instructional format which is the best fit for the applicant: students under 21 years of age are routed to the traditional daytime format which is designed to accommodate their learning styles, while students over the age of 21 may choose nontraditional formats designed to meet adult learning and life styles. Occasional exceptions are made based on life and family circumstance.

The Admissions Review Committee (ARC) is a standing institutional committee charged with two tasks:

- Evaluate admissions policies and procedures so as to ensure that they are consistent with the educational purposes of the institution.
- Periodically review recruitment materials and activities to ensure that the institution and its programs are represented truthfully.

Membership of the ARC includes two faculty members, at least one academic Dean, Director of Traditional Admissions, Dean of Extended Education, Vice President for Academic Affairs, SACSCOC Liaison, Executive Vice President, Student Success representative and one location director. Resource persons from various service offices are invited for input and presentations when appropriate. The ARC meets on an as-needed basis.
**RIGHT OF REFUSAL POLICY**

The University’s “Right of Refusal” policy can be found by visiting the Institution website and clicking Apply:

The University of Mount Olive reserves the right to refuse admission to any applicant or re-admission to any student or to dismiss any student whose conduct is judged detrimental to the University program or community. Applicants wishing to appeal admission or re-admission decisions may appeal in writing to the Admissions Review Committee. Included in the written appeal should be documentation to support the reasons for the appeal. Students wishing to appeal dismissal decisions may make appeal in writing to the Vice President for Student Affairs as described in the University of Mount Olive Student Handbook Student Code of Conduct.

**POLICY FOR APPLICANTS WITH DISABILITIES**

The University is committed to providing inclusive admissions to academic programs for students with documented disabilities by providing reasonable accommodations. The Institution recognizes that individuals with disabilities may need reasonable accommodations to have equally effective opportunities to participate in or benefit from educational programs, services, and activities.

The following statement appears on all University applications for admission: The University of Mount Olive does not discriminate on the basis of race, sex, color, national or ethnic origin, age, or handicap in the administration of its personnel and educational policies. It admits all qualified students of any race, color, national or ethnic origin to all the rights, privileges, programs, and activities generally accorded or made available to students.

Individuals with documented disabilities who wish to request reasonable accommodations from the institution should contact Disability Services at 1-800-653-0854. The information provided will only be used to assist the office of Disability Services in determining accommodation needs.

**POLICY FOR READMISSION TO THE UNIVERSITY OF MOUNT OLIVE**

Readmitted students are students returning to the institution after being separated or after being out of enrollment (inactive) for an entire spring or fall semester (summer excluded). Applicants seeking readmission must meet the entrance requirements of the institution in effect at the time of readmission.

Note: If a military student chooses to “separate” from the University (using the Separation Request form), the student shall be readmitted and re-enrolled without penalty or redetermination of admissions eligibility and can remain on their original curriculum for a period of five years after returning from deployment or being relocated to another duty station.

**CONTACTS**

Vice President for Enrollment
Manager of Enrollment Information

**APPROVED BY**

Admissions Review Committee
Executive Council
Board of Trustees, as appropriate
APPENDICES (INCLUDING ANY FORMS/INSTRUCTIONS)

HISTORY/REVISION DATES

Original adoption date(s): 11/4/2008 [original Right of Refusal statement adopted 09/21/01; high school completion validation adopted 7/01/11]

Last Amended date: April 8, 2015 [high school completion validation amended per DOE [p. 1]; institutional name change edits; revised transcript requirements for undergraduate applicants [p. 1, pp 3-4], added policy note for military student readmission [p. 3], omitted institutional procedures and reorganized throughout]

End Date for Policy (if applicable): N/A

RELATED COMPLIANCE STANDARDS/EXTERNAL POLICY DOCUMENTS:

SACS CS 3.4.3 (Admissions policies)

SACS document “Advertising, Student Recruitment, and Representation of Accredited Status”

SACS document “Developing Policy and Procedures Documents”

Military Deployment & Relocation Policy for Drops, Withdrawals, Separations, and Readmission

Department of Education (DOE) Communication April 2015 regarding Academic qualifications HEA Sec. 484(d), OR 34 CFR 668.32(e) OR Volume 1, Chapter 1, Page 5