

# Admissions

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(if applicable), to arrange for the required examinations, to have the application for admission reviewed, to have the financial institutions send statements documenting the applicant's financial resources to finance his or her education (upon admission to the University), to make and have an appointment at the US Consulate or Embassy, and to secure student visa materials.

## Language and Testing Requirements

Classes at the University of the Virgin Islands are conducted in English, and assignments, papers, and tests must be written in acceptable English. If English is not the applicant's native language or language of instruction, the Test of English as a Foreign Language (TOEFL) is required for admission consideration.

International applicants who must present TOEFL scores must earn a minimum of 460 on the paper TOEFL, or 140 on the computerized TOEFL (CBT), or 48 on the TOEFL Internet-Based Test (IBT). Applicants receiving scores lower than these should consider taking an English as a Second Language course before applying to the University. TOEFL registration and test-taking information can be found online at [www.ets.org/toefl](http://www.ets.org/toefl).

Applicants unfamiliar with the TOEFL may find informational publications and practice tests helpful. Practice TOEFL tests can be found online and bookstores in the United States, and sometimes abroad, sell preparation books on how to take these tests.

Official score reports for the TOEFL should be sent directly to the University of the Virgin Islands. The University's institution code for the TOEFL is 0879.

## The Application Process

Most international applicants are accepted for enrollment beginning in August, the start of the fall semester. However, the University also accepts international students who wish to begin in January, the start of the spring semester. The international student application deadlines are the same as those for other undergraduate applicants:

April 30 for fall semester enrollment  
October 30 for spring semester enrollment

In order for an international applicant's admissions file to be reviewed and evaluated, all of the following documents must be submitted by the appropriate admissions deadline:

## Application Requirements

**Submission of the online admissions application.** The application for admission must have complete and accurate responses to every item. Applications for freshman and transfer admission are available online on the Enrollment webpage at [www.uvi.edu](http://www.uvi.edu).

## Official records of courses and grades from all secondary schools and universities attended.

Certified non-English transcripts or grade reports should be accompanied by official (literal, not interpretive) translations.

For applicants from British-oriented systems, officially certified copies of General Certificate of Education (GCE) examinations or Caribbean Examination Council (CXC) examinations should be submitted directly to the Office for Undergraduate Recruitment and Admissions. Passes in five (5) O-level GCE or CXC General Passes (Grades I and II), or a combination of both, including English language, are acceptable for admission. CXC General Passes (Grade III) also will be accepted if based on the six-point grading scale. The British Virgin Islands Grade I certificate is required for applicants from public high schools in the British Virgin Islands.

**Course-By-Course Credential Evaluations.** To be considered for undergraduate admission to the University of the Virgin Islands, certain students who have attended postsecondary educational institutions, colleges, or universities outside of the United States are required

to submit a professional credential evaluation of all completed coursework. This is typically referred to as a course-by-course report. A course-by-course report should be sent directly to the Office for Undergraduate Recruitment and Admissions from the credential evaluation agency. An admission decision will be made once the official evaluation is on file and all other required materials are received. Applicants who are currently enrolled in a term or semester can contact a credential evaluation agency about getting a partial evaluation done. A final evaluation, however, will be required prior to enrollment. Evaluations are considered from members of the National Association of Credential Evaluation Services (NACES, [www.naces.org](http://www.naces.org)). Upon receipt of the evaluation, the University of the Virgin Islands will determine if the applicant qualifies for undergraduate admission and whether or not his or her credits are transferable to the University. Obtaining an external evaluation does not ensure the awarding of credit. Transfer credit will be granted on an individual basis in keeping with University of the Virgin Islands policy.

International applicants may wish to consider one of the following credential evaluation agencies for the course-by-course evaluation. There is a fee for the course-by-course evaluation which the applicant is required to pay to the selected credential evaluation agency.

#### World Education Services (WES), Inc.

Bowling Green Station  
PO Box 5087  
New York, NY 10274-5087  
Phone: 212-966-6311  
Fax: 212-739-6100  
E-mail: [info@wes.org](mailto:info@wes.org)  
Website: [www.wes.org](http://www.wes.org)

#### Educational Credential Evaluators (ECE), Inc.

PO Box 514070  
Milwaukee, WI 53203-3470  
Phone: 414-289-3400  
Fax: 414-289-3411  
E-mail: [eval@ece.org](mailto:eval@ece.org)  
Website: [www.ece.org](http://www.ece.org)

#### International Education Research Foundation (IERF), Inc.

PO Box 3665  
Culver City, CA 90231-3665  
Phone: 310-258-9451  
Fax: 310-342-7086  
E-mail: [info@ierf.org](mailto:info@ierf.org)  
Website: [www.ierf.org](http://www.ierf.org)

**NOTE:** Additional credential evaluation agencies that are members of the National Association of Credential Evaluation Services (NACES), and therefore acceptable by the University of the Virgin Islands, can be found at [www.naces.org](http://www.naces.org).

**Results from the Appropriate Tests (if applicable)** Although the SAT and ACT are not required for admission, applicants who have taken either one (or both) are encouraged to submit their official scores to the University of the Virgin Islands by the appropriate testing program. The SAT Code for the University of the Virgin Islands is 0879, while the ACT Code is 5288. For persons who must take the TOEFL and submit their results, the University's TOEFL institutional code is also 0879.

#### Certification of Finances Form

Upon admission, a Certification of Finances form accompanied by a certified bank statement (with an official bank stamp or seal) indicating that funds are available to cover all costs of