

Application
for Admission
and Merit
Scholarships

Freshman, Transfer, and
International Students

Tell us a
little about
yourself.



HARTWICK
COLLEGE

est. 1797

We're pleased you're applying for admission to Hartwick College. Hartwick seeks to admit those students who have demonstrated promise and, through past achievements, their desire to develop intellectually and personally.

Hartwick considers several factors in the admission decision, the most important of which is your curriculum and performance in secondary school. We recommend the following distribution of secondary school courses:

Four years of English	Three years of a modern or classical foreign language	Three years of mathematics
Two years of a laboratory science plus one additional science	Two years of history	Two years of social science

APPLICATION PROCESS

Hartwick College admits freshman and transfer applicants on a rolling basis. Freshman candidates for admission are encouraged to apply as early as possible in the fall of their senior year and will continue to be admitted until the freshman class is filled. Transfer candidates must submit completed applications by August 1 for the fall term and January 1 for the spring term.

Freshman applicants for whom Hartwick is their first college choice also have the option of applying through our **Early Decision** program, described in greater detail in the Instructions section. The deadline for Early Decision applicants is November 1, 2009.

APPLICATION INSTRUCTIONS

- 1 Complete this application for admission.
- 2 If you are a freshman candidate applying Early Decision, complete the Early Decision portion of this application.
- 3 Freshman candidates must have the official secondary school transcript mailed to us from their high school guidance office. Transfer candidates who do not have either an Associate's or Bachelor's degree are required to submit their final high school transcript. Transfer students must have an official college transcript mailed to us from each college attended.
- 4 SAT and ACT scores are optional for admission and scholarship consideration. If you would like us to consider your SAT or ACT test scores, have these sent to the Office of Admissions from either the testing agency or your high school guidance office. Note that scores are required for freshman nursing applicants.
- 5 Freshman candidates must have their guidance counselor complete the enclosed recommendation form. Transfer students are not required to submit a recommendation form.
- 6 Freshman candidates should complete and include the personal essay. Transfer candidates should complete a statement as to why they wish to attend Hartwick College.
- 7 If you do not qualify for an application fee waiver, submit the **application fee of \$35** made payable to Hartwick College (see Application Fee and Fee Waiver instructions on the next page).

International Students

The application fee is not required for international students. In addition to the requirements stated in the previous section, international students for whom English is not their primary language must demonstrate proficiency in English by submitting official scores from any of the following: Test of English as a Foreign Language (TOEFL) with a minimum score of 79 on the internet-based TOEFL, 213 on the computer-based TOEFL, or 550 on the paper-based TOEFL; International English Language Testing System (IELTS) with a minimum score of 6.5; or a 420 on the Critical Reading section of the SAT Reasoning Test.

Application Fee and Fee Waiver

The application fee of \$35, made payable to Hartwick College, must accompany the application. Application fee waivers for both freshman and transfer applicants are made available to:

- Students who have an official Hartwick campus visit
- Online applicants
- International applicants
- Students who have received official notification of scholarship eligibility

SAT/ACT Optional Policy

SAT and ACT scores are optional. You may decide whether we should consider your test scores when we consider you for admission and academic scholarships, but note that there are three exceptions to this policy:

1. Freshman nursing applicants are required to submit SAT or ACT scores
2. Home-schooled students must submit SAT or ACT scores
3. Citizens of other countries whose first language is not English must submit TOEFL, IELTS, or SAT scores

Early Decision

Early Decision is the term used to describe the application process in which a commitment is made by the student to the institution that, if admitted, the student will enroll, unless the financial aid award is inadequate (students who opt for Early Decision will be mailed the Hartwick Financial Aid Application shortly after their application is received). Immediately upon acceptance of the offer, the student will withdraw all other applications and make no subsequent applications. **The deadline for Early Decision at Hartwick College is November 1, 2009.** Notification of admission is sent no later than the third week of November.

Three-Year Degree Candidates

Hartwick College enables highly qualified freshman candidates in most majors to complete their undergraduate degrees in three years (eligible majors can be found in the list of Hartwick majors included within this application). Completion of the College's three-year degree does not require either summer school or online courses. Students who have attained a high school GPA of at least 3.0 on a 4.0 scale or 85 on a 100 scale and who indicate on the application their interest in participating will receive an invitation to join this program. Students who earn 40 credit hours or more in their first year can also opt to join the program at the start of their second year at Hartwick.

Nursing Applicants

All freshman nursing applicants are required to submit SAT or ACT scores. Transfer nursing applicants are not required to submit standardized test scores. Transfer candidates applying to the Accelerated Summer Nursing Program must do so by March 1 and enroll by April 1 in order to begin the

program in late May. More information on qualifications needed for this program are available at www.hartwick.edu/nursingaccelerated.xml.

All applicants intending to major in nursing must declare their intention to do so by checking the box following the list of Hartwick majors in this application.

Music Auditions

Applicants intending to major in music are required to have an audition.

Auditions are held periodically throughout the academic year. To make arrangements, you should contact the Music Department at 607-431-4800. Note that admission to this program is separate from admission to the College. For more details, please visit www.hartwick.edu/music.xml.

Art Portfolio Reviews

Applicants intending to major in art must submit a portfolio for review by the faculty of the Department of Art and Art History. For details

about portfolio submission, visit www.hartwick.edu/art.xml. Notification of acceptance into the major will be sent directly from the Department. Admission is based on a total review of applicant qualifications, not the portfolio alone. Note that admission to this program is separate from admission to the College.

Advanced Placement and Credit

Hartwick College grants credit for scores of 3 or higher on the Advanced Placement Tests of the College Board; scores of 4 or higher are required for credit for AP exams in biology, chemistry, economics (micro or macro), psychology, and some foreign languages. A full listing of exams, minimum scores, and credits they fulfill is available at www.hartwick.edu/advpl.xml. Once enrolled, students should submit official AP score reports to Hartwick for credit.

Advanced placement and/or credit is also offered for International Baccalaureate higher-level subjects with grades of 4 or better, as well as for most college-level work satisfactorily completed during one's high school years.

Visiting the Hartwick Campus

An interview with a member of the admissions staff, while not required, is strongly recommended. Personal interviews on campus may be scheduled Monday through Friday from 9:15 a.m. to 4:00 p.m. and select Saturdays. Student-guided tours of the campus are offered throughout the day beginning at 10 a.m. Prospective students also are welcome to sit in on classes, speak with professors, and stay overnight in the residence halls with a student host. Fall information sessions are offered most Mondays, Wednesdays, and Fridays from October 5 to December 11, from 10 a.m. to 1 p.m. Please call and arrange these activities well in advance to ensure that we will be able to fulfill all of your requests. For further information and to set up your appointments, please call the Admissions Office at 888-HARTWICK (888-427-8942) or 607-431-4150.

In addition to individual appointments, the Admissions Office will be conducting Open Houses on the following dates:

Sunday, October 11, 2009

Saturday, November 14, 2009

To reserve your spot, please call the number above, reach us through e-mail (admissions@hartwick.edu), or register online at www.hartwick.edu/visitrequest.xml.

PERSONAL INFORMATION

Last Name		First Name		Middle Name	Jr., etc.	<input type="checkbox"/>	Female	<input type="checkbox"/>	Male
Preferred First Name		Former Last Name (if any)		Birth Date (month, day, year)					
<input type="checkbox"/>	US Citizen	<input type="checkbox"/>	Dual US Citizen	<input type="checkbox"/>	US Permanent Resident	Other Citizenship			
Email Address					IM Address & Provider				
Permanent Address									
City			State			ZIP		Country	
Permanent Home Phone Number (include area code)				Cell Phone (include area code)					
Mailing Address/PO Box (if different from above)									
City			State			ZIP		Country	
Phone at Mailing Address (include area code)				If your mailing address is a boarding school, please list school name					

I am applying as a:

<input type="checkbox"/>	Freshman	<input type="checkbox"/>	Transfer
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Entry term:

<input type="checkbox"/>	Fall	<input type="checkbox"/>	Spring
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I am applying for:

<input type="checkbox"/>	Regular (Rolling) Admissions	<input type="checkbox"/>	Early Decision (11/1 deadline, freshmen only)
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I am applying for need-based financial aid:

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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SAT/ACT option:

<input type="checkbox"/>	Yes, please include	<input type="checkbox"/>	Do not use SAT/ACT
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I would like to be considered for the Three-Year Degree option:

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Note that scores are required for Freshman Nursing applicants.

Note that a minimum high school GPA of 3.0 out of 4.0 (or 85 out of 100) is required to participate in the program.

Optional

Are you Hispanic/Latino? (including Spain)

<input type="checkbox"/>	Yes	<input type="checkbox"/>	No
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Regardless of your answer to the prior question, please select one or more of the following ethnicities that best describe you:

<input type="checkbox"/>	American Indian or Alaska Native (including all Original Peoples of the Americas)
<input type="checkbox"/>	Asian (including Indian subcontinent and Philippines)
<input type="checkbox"/>	Black or African American (including Africa and Caribbean)
<input type="checkbox"/>	Native Hawaiian or Other Pacific Islander (Original Peoples)
<input type="checkbox"/>	White (including Middle Eastern)

If you wish to be identified with a particular ethnic group, please check all that apply:

Please describe your background

If American Indian or Alaska Native, are you enrolled? Yes No

If yes, please enter your Tribal Enrollment Number

Social Security Number

First Language, if other than English

ACADEMIC INFORMATION

Secondary Schools

Current or Most Recent Secondary School Attended				Entry Date	Graduation Date
Street Address	City	State	ZIP	Country	
Counselor's Name		Counselor's Email			
List all other secondary schools attended					

College/University

(Transfer applicants only)

Current or Most Recent College/University Attended				Entry Date	Graduation Date
Street Address	City	State	ZIP	Country	
List all other colleges/universities attended					

Standardized Tests

(Complete this section if you would like us to consider your SAT/ACT scores)

SAT Reasoning Tests					
Date Taken/To Be Taken	Critical Reading	Math	Writing		
Date Taken/To Be Taken	Critical Reading	Math	Writing		
Date Taken/To Be Taken	Critical Reading	Math	Writing		
ACT Tests					
Date Taken/To Be Taken	English	Math	Reading	Science	Composite
Date Taken/To Be Taken	English	Math	Reading	Science	Composite
Date Taken/To Be Taken	English	Math	Reading	Science	Composite
TOEFL or IELTS					
Date Taken/To Be Taken	Test Name		Score		
Date Taken/To Be Taken	Test Name		Score		

PARENT/GUARDIAN INFORMATION

Parent/Guardian 1

Parent/Guardian 2

Parent/Guardian Marital Status (relative to each other): Married Widowed Divorced Separated Never Married

Mother Father Legal Guardian
 Female Male

Mother Father Legal Guardian
 Female Male

Is this parent/guardian living? Yes No

Is this parent/guardian living? Yes No

Do you live with him/her? Yes No

Do you live with him/her? Yes No

Last Name

Last Name

First Name Middle Name

First Name Middle Name

Address (if different from yours)

Address (if different from yours)

City

City

State ZIP Country

State ZIP Country

Home Phone

Home Phone

Email Address

Email Address

Occupation

Occupation

Name of Employer

Name of Employer

College (if any)

College (if any)

Degree Year

Degree Year

Graduate School (if any)

Graduate School (if any)

Degree Year

Degree Year

Hartwick History

Indicate the names of any relatives who have attended Hartwick and their year of graduation.

Name City, State

Relationship to student Year of Graduation

Name City, State

Relationship to student Year of Graduation

HONORS AND ACTIVITIES

Please list any academic honors or distinctions, any extracurricular activities, and the year of each honor or activity.

Grade:	9	10	11	12	POST GRAD	Honor, activity, position held, or letter earned	Plan to participate in this activity at Hartwick?	Yes	No
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

EARLY DECISION AGREEMENT

This section of the application is for Early Decision applicants only. If you do not intend to apply through Early Decision, please skip this section.

From the National Association for Admission Counseling Statement of Principles and Good Practices:

Early Decision is the application process in which students make a commitment to a first-choice institution where, if admitted, they definitely will enroll. While pursuing admission under an Early Decision plan, students may apply to other institutions, but may have only one Early Decision application pending at any time. Should a student who applies for financial aid not be offered an award that makes attendance possible, the student may decline the offer of admission and be released from the Early Decision commitment.

The institution must notify the applicant of the decision within a reasonable and clearly stated period of time after the Early Decision deadline. Students must send the deposit within two weeks of receipt of an offer of admission (and financial aid package, if applying for aid).

Yes, I have read and understand my rights and responsibilities under the Early Decision process. I wish to be considered as an Early Decision candidate at Hartwick College. I also understand that with an Early Decision offer of admission, this institution may share my name and my Early Decision agreement with other institutions.

Signature of Student	Date
Signature of Parent or Legal Guardian	Date
Signature of Counselor	Date

HARTWICK COLLEGE MAJORS

Please indicate below the Hartwick College major or majors which are of most interest to you. This choice does not obligate you to a major should you enroll. Indicate up to three majors and place a 1, 2 or 3 by each to indicate the order of your preferences.

Bachelor of Arts Majors	Bachelor of Science Majors	Minors
<input type="checkbox"/> Accounting	<input type="checkbox"/> Biochemistry *	<input type="checkbox"/> Cognitive Science
<input type="checkbox"/> Anthropology *	<input type="checkbox"/> Chemistry	<input type="checkbox"/> Documentary Photography
<input type="checkbox"/> Art *	<input type="checkbox"/> Computer Science	<input type="checkbox"/> English Literature
<input type="checkbox"/> Art History	<input type="checkbox"/> Environmental Chemistry *	<input type="checkbox"/> Environmental Science & Policy
<input type="checkbox"/> Biology	<input type="checkbox"/> Information Science	<input type="checkbox"/> Finance
<input type="checkbox"/> Business Administration	<input type="checkbox"/> Medical Technology *	<input type="checkbox"/> Graphic Communications
<input type="checkbox"/> Chemistry	<input type="checkbox"/> Music Education *	<input type="checkbox"/> Latin American & Caribbean Studies
<input type="checkbox"/> Economics	<input type="checkbox"/> Nursing †	<input type="checkbox"/> Museum Studies
<input type="checkbox"/> English	Pre-Professional Programs	<input type="checkbox"/> U.S. Ethnic Studies
<input type="checkbox"/> French	<input type="checkbox"/> Pre-Engineering	<input type="checkbox"/> Women's and Gender Studies
<input type="checkbox"/> Geology	<input type="checkbox"/> Pre-Allied Health Professions	<input type="checkbox"/> Writing
<input type="checkbox"/> German *	<input type="checkbox"/> Pre-Law and/or 3+3 Program	Special Programs
<input type="checkbox"/> History	<input type="checkbox"/> Pre-Medicine	<input type="checkbox"/> Childhood/Middle Childhood Education Certification
<input type="checkbox"/> Mathematics	<input type="checkbox"/> 4+1 MBA	<input type="checkbox"/> Adolescence Education Certification
<input type="checkbox"/> Music *		
<input type="checkbox"/> Philosophy		
<input type="checkbox"/> Physics *		
<input type="checkbox"/> Political Science		
<input type="checkbox"/> Psychology		
<input type="checkbox"/> Religious Studies		
<input type="checkbox"/> Sociology		
<input type="checkbox"/> Spanish		
<input type="checkbox"/> Theatre Arts		
<input type="checkbox"/> Individual Student Program (ISP)		
<input type="checkbox"/> Undecided		

* Major is not currently available under the Three Year Bachelor's degree program.

† Nursing applicants must declare that they are applying to the Nursing Program by checking the box below:

I declare my intention to apply to the Nursing Program

PERSONAL ESSAY

Freshman candidates: Please attach (on a separate sheet of paper) a personal essay (250 words minimum) on one of the options listed below or a topic of your own choice. Please indicate your topic by checking the appropriate box below.

Transfer candidates: Please attach (on a separate sheet of paper) a brief statement as to why you wish to attend Hartwick College.

- Describe a significant experience or achievement and its impact on you.
- Discuss some issue of personal, local, national, or international concern and its importance to you.
- Describe a person who has had a significant influence on you, and describe the influence.
- Describe a character in fiction, a historical figure, or a creative work that has had an influence on you, and describe the influence.
- Write on another topic of your choice.

DISCIPLINARY HISTORY

Have you ever been found responsible for a disciplinary violation at an educational institution you have attended, from 9th grade forward, whether related to academic misconduct or behavioral misconduct, that resulted in your probation, suspension, removal, dismissal, or expulsion from the institution?

Yes No

Have you ever been convicted of a misdemeanor, felony, or other crime?

Yes No

If you answered yes to either or both questions, please attach a separate sheet of paper that gives the approximate date of each incident and explains the circumstances.

OTHER APPLICATIONS

Please list all other colleges to which you will submit or have submitted an application for admission.

FINAL STEP

I certify that all information submitted in the admissions process—including this application, the personal essay, any supplements, and any other supporting materials—is my own work, factually true, and honestly presented. I understand that I may be subject to a range of possible disciplinary actions, including admission revocation or expulsion, should the information I've certified be false. I authorize the release of my admission decision to my secondary school.

Signature (required)	Date
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Hartwick College does not discriminate on the basis of race, color, national or ethnic origin, religion, gender, sexual orientation, marital or parental status, veteran status, age, or handicap in its policies and procedures of admission, financial aid, instruction, athletics, employment, or other College-administered activities.

SECONDARY SCHOOL GUIDANCE COUNSELOR RECOMMENDATION

Last Name	First Name	Middle Name	Jr., etc.	<input type="checkbox"/>	Female	<input type="checkbox"/>	Male
Birth Date	Social Security Number (optional)						
Permanent Address							
City	State	ZIP	Country				
School You Now Attend		City	State				

IMPORTANT PRIVACY NOTICE: Under the terms of the Family Educational Rights and Privacy Act (FERPA), after you matriculate you will have access to this form and all other recommendations and supporting documents submitted by you and on your behalf after matriculating, unless at least one of the following is true: 1) the institution does not save recommendations post-matriculation or 2) you waive your right to access below, regardless of the institution to which it is sent.

Yes, I do waive my right to access, and I understand I will never see this form or any other recommendation submitted by me or on my behalf.

No, I do not waive my right to access, and I may someday choose to see this form or any other recommendations or supporting documents submitted by me or on my behalf to the institution at which I'm enrolling, if that institution saves them after I matriculate.

Student's Signature	Date
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To the Secondary School Counselor

Please attach applicant's official transcript, including courses in progress, a school profile, and transcript legend.

Counselor's Name	Title
Secondary School Name	CEEB

School Address

Counselor's Phone	Email
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How long have you known this student and in what context?

Ratings

Compared to other students in her or her class year, how do you rate this students in terms of the following?

	Below Average	Average	Good	Very Good	Excellent (top 10%)	Outstanding (top 5%)	No Basis
Academic Achievement							
Curriculum Strength							
Extracurricular Accomplishments							
Personal Qualities and Character							
Overall							

Class Rank	Class Size	Cumulative GPA	On what scale?	GPA is <input type="checkbox"/> weighted <input type="checkbox"/> unweighted
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We do not rank

EVALUATION

Please write whatever you think is important about this student, including a description of academic, extracurricular, and personal characteristics. We welcome a broad-based assessment that will help us to differentiate this student from others. Feel free to attach an additional sheet or another reference you may have prepared on behalf of this student.

I recommend this student:

No Basis

With Reservation

Fairly Strongly

Strongly

Enthusiastically

Has the applicant even been found responsible for a disciplinary violation at your school, from 9th grade forward, whether related to academic misconduct or behavioral misconduct, that resulted in the applicant's probation, suspension, removal, dismissal, or expulsion from your institution?

Yes

No

To your knowledge, has the applicant ever been convicted of a misdemeanor, felony, or other crime?

Yes

No

If you answered yes to either or both questions, please attach a separate sheet of paper or use your written recommendation to give the approximate date of each incident and explain the circumstances.

Check here if you would prefer to discuss the applicant over the phone with the admissions office.

Counselor's Signature

Date



HARTWICK COLLEGE

est. 1797

www.hartwick.edu

Admissions

One Hartwick Drive
PO Box 4022
Oneonta, NY 13820

607-431-4150
888-HARTWICK (888-427-8942)
Fax: 607-431-4102 or 607-431-4154

admissions@hartwick.edu

Financial Aid and Affordability

One Hartwick Drive
Oneonta, NY 13820

607-431-4130
888-HARTWICK (888-427-8942)
Fax: 607-431-4006

finaid@hartwick.edu