

ADMISSION

Transfer students, applicants with some college credit but who have not earned a bachelor's degree, are required to submit an application, an official transcript and an official transcript from any other schools from which transfer credit is expected/requested. Transfers with fewer than 24 transferable credits are also required to submit an official high school transcript or equivalency. An admission statement (essay) may be requested after transcripts are reviewed.

First-time students, applicants with no previous college experience, are required to submit an application, an official high school transcript or equivalency and an admission statement (essay). This essay is now optional.

Unclassified students, applicants who have already earned a bachelor's degree or higher, are required to submit an application, an official transcript from the institution where the bachelor's degree was earned, plus official transcripts from any schools from which transfer credit is expected/requested.

Once admitted and after each census date, Oct. 1, Feb. 15 and July 8, students are not eligible to change their student type or curriculum program until the following semester.

Transcripts

Adult students who wish to be accepted to pursue a first or second baccalaureate degree program or a certificate of study must submit an official transcript from their most recent college-level school along with any other schools from which transfer credit is expected/requested. Students who have fewer than 24 transferable college credits from accredited institutions must also submit an official high school transcript or official GED scores. You may submit unofficial transcript(s) to the school for initial review. Upon acceptance to the College by review of your unofficial transcript(s), you are required to submit your official transcript(s) if you have not done so already. Students who have been admitted with unofficial transcripts must submit all required official transcripts by the end of the second semester. Students will not be eligible to register for a third semester without the official transcripts. Transfer credit evaluations will not be completed until all official transcripts have been received and reviewed.

Students who are college graduates taking courses for personal interest or non-degree programs need only furnish an official transcript from the institution that awarded the baccalaureate degree. For all international transcripts, a World Education Services Inc., wes.org (<http://wes.org/>), evaluation is required.

Associate Dean of Students Form

Transfer students must request the associate dean of students from their current or most recently attended school to review, sign and mail an official copy of Guilford's Associate Dean of Students Form to the Center for Continuing Education. Please note that we cannot accept a faxed or email copy.

Application Materials

Application materials are available at guilford.edu (<http://www.guilford.edu>). Please call 336.316.2100 or email admission@guilford.edu with questions. Material may be mailed to:

Office of Admission
5800 West Friendly Avenue
Greensboro, NC 27410

Auditors

Adults who wish to pursue college-level work without receiving grades or college credit may enroll as auditors. These students do not complete the application form and do not furnish the credentials required of degree candidates. They may register on a space-available basis by obtaining written permission from the instructor on a registration form on the first day of the course. Please call the Registrar's Office at 336.316.2151.