

Important Undergraduate Application Instructions

The undergraduate application is located on the Undergraduate Admissions website:

<https://www.admissions.psu.edu/MyPennState/index.cfm/login/index>. To complete the online application, you will need to create a Penn State account if you do not already have one:

The screenshot shows the MyPennState Undergraduate Admissions website. At the top, there is a navigation bar with the Penn State logo, the text "MyPENN STATE Undergraduate Admissions", and a "Logout" link. Below this is a search bar labeled "ASK the Lion" with the prompt "Please type your question here..." and buttons for "Ask!" and "Top10". A horizontal menu contains links for "APPLY:", "ACADEMIC INFORMATION", "GETTING TO KNOW PENN STATE", "CAMPUS & STUDENT LIFE", "FACTS & FIGURES", "INFORMATION FOR:", and "HELP & CONTACT". Below the menu, there are breadcrumb links for "Undergraduate Admissions" and "MyPennState". The main content area features a "Login to MyPennState" section with input fields for "User ID" (with an example "stps012") and "Password", a "Forgot Password?" link, and a "Login" button. To the right of the login form is a blue box with the "Friends of PENN STATE" logo and text: "A MyPennState profile enables you to access all of our online services. Please enter your Penn State Access Account or Friends of Penn State (FPS) User ID and password to log in." Below this box is a link: "New to MyPennState? Sign Up Now!". On the far right, there is a photo of a student wearing a lion mascot costume. At the bottom of the page, there is a green navigation bar with links for "CONTACT INFO", "SITE INDEX", "HOUSING", "STUDENT AID", "REGISTRAR", "BURSAR", "EN ESPANOL", and "MY PENN STATE", along with a circular "IT'S YOUR TIME" logo.

Please note: Former Penn State students may not need to complete the application for admission. Refer to the Registrar's website for details:

http://www.registrar.psu.edu/returning_university/returning_university_index.cfm.

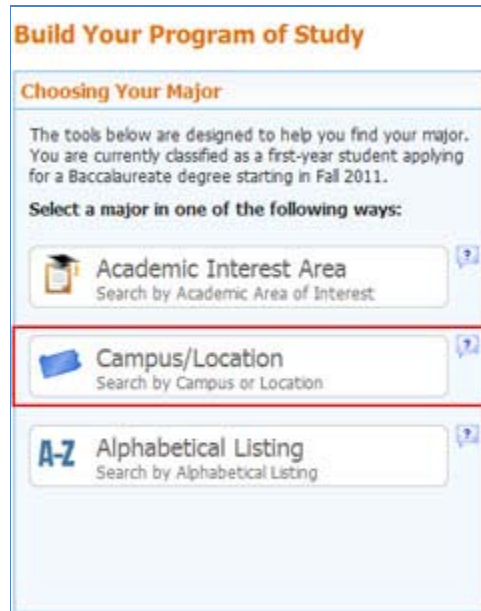
SAT/ACT scores are not required if you are identified as an **adult learner**. See

<http://admissions.psu.edu/academics/majors/requirements/adult>.

The application consists of five sections: *Profile, Academics, Program of Study, Additional Information, and Review and Submit*. You will be asked to enter your biographical information and academic history in the first two sections. You will select your program of study in the third part:

Program of Study: Campuses & Majors

When you reach the *Build Your Program of Study* section, click on *Campus/Location* as shown below:



Build Your Program of Study

Choosing Your Major

The tools below are designed to help you find your major. You are currently classified as a first-year student applying for a Baccalaureate degree starting in Fall 2011.

Select a major in one of the following ways:

- Academic Interest Area
Search by Academic Area of Interest
- Campus/Location**
Search by Campus or Location
- A-Z Alphabetical Listing
Search by Alphabetical Listing

Next, choose **World Campus** in the 'Ending Campus' field shown below. A dropdown will appear underneath from where you will select your major:



Help Me Find My Major By Campus/Location

Ending Campus * WORLD CAMPUS CHANGE

Major * [Empty dropdown]

Cancel Next

Once you select a major, you must again select **World Campus**, this time as the ‘Starting Campus’:

Educational Gap

An **Educational Gap Statement** is required for the application in the ‘Additional Information’ section. You will be asked to explain any time that has elapsed between your high school graduation and your anticipated enrollment at Penn State. Please provide a summary of why that gap occurred.

Some examples that would explain a gap in your education may include work, family, attending another college or university, etc.

Transcripts

An official high school transcript or a copy of a GED is **required** for admission to Penn State and needs to be sent to the Undergraduate Admissions Office (address below). When you reach the fifth and final section to **Review** your application you will see a link to the **High School Transcript Release Form**. For your convenience, this form serves to aid you in requesting that the official transcript be sent from your high school to Penn State.

Acceptance

After receiving your completed application, the Undergraduate Admissions Office evaluates applications and makes all admission decisions. It can take four to six weeks until an admission decision is made. However, you can check your application status online at <http://admissions.psu.edu/apply/my pennstate>. This information will provide the most up-to-date information about the status of your application and is updated once daily, before 8 a.m.

When the Undergraduate Admissions Office has made a decision regarding your application, the decision will also be available to you through MyPennState at <http://admissions.psu.edu/apply/mypennstate>. For information on when you can expect an admissions decision, visit the 'Steps to Apply' page of the website at <http://admissions.psu.edu/apply/steps> and click on "Receive our decision on your application through MyPennState."

Need help? Contact us:

Penn State World Campus

The Pennsylvania State University
128 Outreach Building
University Park PA 16802
Phone: 800-252-3592
Fax: 814-865-3290

Undergraduate Admissions Office

The Pennsylvania State University
201 Shields Building
University Park PA 16802-1294
Phone: 814-865-5471
Fax: 814-863-7590