

## 2017 Application Process FAQs

### General Application Process

#### **Q. How do I apply to the Honors College?**

First-year and external transfer students apply to the Honors College in Section 15 (“Honors College Application”) of the Towson University application, available at [www.towson.edu/admissions/undergrad/apply/index.html](http://www.towson.edu/admissions/undergrad/apply/index.html). Applicants already enrolled at Towson apply to the Honors College through a separate form available at <http://www.towson.edu/honors/admission/apply.html>.

#### **Q. What do I have to submit in order to apply for the Honors College?**

All applicants to the Honors College must submit the following:

- An essay responding to one of three prompts
- A resume detailing academic and extracurricular awards, activities which enhance global awareness, leadership positions, and community service and civic engagement

Applicants also have the option to provide contact information for one letter of recommendation

#### **Q. How will my Honors College application be reviewed?**

A panel of Honors College faculty and staff will review each application on the basis of a number of factors:

- Essay
- Resume
- Secondary school GPA
- Strength of secondary school course load
- Standardized test scores (new or old SAT and/or ACT)
- Class rank (if provided)
- (optional) letter of recommendation

Applicants are assessed first and foremost on the basis of their ability to succeed in the Honors College curriculum. There is no absolute cutoff for consideration or automatic admission.

#### **Q. I want to apply to the Honors College but I have a low SAT score/secondary school GPA. Should I still apply?**

The Honors College strongly encourages potential applicants who may have a low SAT score or GPA to apply. The Honors review process is holistic, taking into account a number of aspects of related to the applicant as a person and his or her ability to succeed in the Honors College while contributing as a valuable member of our community.

**Q. I submitted my Towson application after December 1 and was still able to apply to the Honors College. Will I be considered for Honors College admission?**

No. The deadline for Honors College consideration is December 1. While applications begun on or before December 1 may continue to provide the option to apply to the Honors College after that date, only applications submitted and received by Towson University Admissions by 11:59 pm on December 1 will be considered for admission in to the Honors College.

**Q. I submitted an application and want to check to make sure you received all of my documents. Who should I speak with?**

If you are a new student to Towson and applied through the Towson University application, contact University Admissions at [admissions@towson.edu](mailto:admissions@towson.edu) or 410-704-2113. If you are a current TU student, contact the Honors College at [honors@towson.edu](mailto:honors@towson.edu) or 410-704-4677.

## **Essay**

**Q. Can I submit the same essay for my Towson University application (Section 14) and my Honors College application (Section 15)?**

No. The essay prompts are different, and you must submit a unique essay in each section. While Honors College reviewers will not consider the essay you submit in Section 14 as part of your Honors College admission, they will have access to it and will check it in cases of suspected re-use.

**Q. How strict is the word count?**

The range between 500 and 750 words is fairly sizable, and provides the appropriate amount of space to form and support a clear position in direct response to the essay prompts provided. Any essay shorter than 500 words will likely have insufficient support for your argument, and anything longer than 750 will likely be too unfocused.

## **Letter of Recommendation**

**Q. I have several teachers who want to write me letters of recommendation. How can I provide you contact information for multiple recommenders?**

We will only consider one letter of recommendation in support of your Honors College application. Additional letters of recommendation will not be read.

**Q. Can't you just use the same letter of recommendation submitted as part of my Towson University application?**

The recommendation requested by the Honors College asks recommenders for specific information and insight not requested by the general letter of recommendation. Letters addressing these prompts will support your application much better than a generic letter.

**Q. My recommender/high school insists on only mailing a hard copy recommendation, or on giving me their sealed recommendation in person. What do I do?**

The Honors College strongly prefers emailed letters of recommendation to guarantee the recommendation is attached to your account. Hardcopy letters can be mailed to:

University Admissions  
7800 York Road Building, Suite 216  
Towson, MD 21252-0001

Please ensure that your recommender includes your full name and TUID (provided in our email message to your recommender). If your recommender has already given you a sealed envelope, please write your name and high school on the exterior. This will help ensure the letter is properly added to your application file.

**Q. I provided contact information for my recommender, and how they won't write me a letter. Now what?**

Provide the Honors College at [honors@towson.edu](mailto:honors@towson.edu) or 410-704-4865 with the name and email of a replacement recommender, and we will send them the relevant information to submit a letter of recommendation.

**Q. Can my boss/coach/family friend write my letter of recommendation?**

The Honors College requests that letter of recommendation writers be primary subject teachers, as our recommendation prompt asks for information regarding your presence in the classroom. If you would like someone who's not a primary subject teacher to write your letter, you must provide a written justification of why that person is equipped to assess your academic abilities.

## **Decisions**

**Q. When will I hear back regarding my application?**

The Honors College will finalize admissions decisions no later than the end of January, and all decision letters will be mailed out by mid-February.

**Q. What do I need to do in order to accept an offer of admission to the Honors College?**

In order to accept admission into the Honors College, all you have to do is submit your official Towson University Enrollment Contract with deposit to Admissions by May 1. If you plan to live on campus, you must also submit your housing request and deposit by the deadline set by Housing & Residence Life, which will be posted at <https://www.towson.edu/studentlife/housing/campus/requesthousing/index.html>.