ADMISSION POLICY AND REQUIRED DOCUMENTS

Clarification: Caribbean University does not admit students through the modality of Ability to Benefit as well as through Career Pathways Programs.

1- Division of Short Careers - Caribbean Tec

a- Admission application

b- Evidence from high school graduation or its equivalent.
   1. Graduation Certification, High School Diploma, or High School Equivalency Exam
   2. Students from abroad and the United States
      • Present a validation of their academic studies from the Equivalence Studies Unit under the Auxiliary Secretariat for Student Assistance Services of the Department of Education.
   3. Home-schooled students (homeschoolers)
      • You must complete and notarize the document "Certification of Home Educated Student" which is available in the Admissions Office and on the website “www.caribbean.edu/admisiones/formularios”

   c- Certificate of Immunization - If under 21 years of age (form P-VAC-3)

   d- Admission fee, non-refundable

2. Undergraduate Level

a- Admission application

b- Evidence from high school graduation or its equivalent.
   1. Graduation Certification, High School Diploma, or High School Equivalency Exam
   2. Students from abroad and the United States

ADMISSIONS POLICY & REQUIRED DOCUMENTS
• Present a validation of their academic studies from the Equivalence Studies Unit under the Auxiliary Secretariat for Student Assistance Services of the Department of Education.

3. Home-schooled students (homeschoolers)

• You must complete and notarize the document "Certification of Home Educated Student" which is available in the Admissions Office and on the website www.caribbean.edu/admisiones/formularios

c- Students under 22 years old, evaluation test for university admission (PAA) from College Board, or its equivalent.

1. In the absence of the PAA or its equivalent, it will take the placement test offered at the Admissions office.

d- Certificate of Immunization - If under 21 years of age (form P-VAC-3)

e- Admission fee, non-refundable

e- Comply with the minimum average required by the Academic Program to which you apply for admission

<table>
<thead>
<tr>
<th>Academic Program</th>
<th>Minimum Required GPA from High School</th>
</tr>
</thead>
<tbody>
<tr>
<td>Sciences in Engineering – Civil, Electrical, Industrial</td>
<td>2.50</td>
</tr>
<tr>
<td>Administration – Accounting, Management, Marketing</td>
<td>2.00</td>
</tr>
<tr>
<td>Administration of System Office</td>
<td>2.00</td>
</tr>
<tr>
<td>Arts in Education</td>
<td>2.50</td>
</tr>
<tr>
<td>Science in Nursing - Associate Degree</td>
<td>2.00</td>
</tr>
<tr>
<td>Nursing Science - Baccalaureate</td>
<td>2.50</td>
</tr>
<tr>
<td>Science in Speech Therapy</td>
<td>2.50</td>
</tr>
<tr>
<td>Arts in Criminal Justice</td>
<td>2.00</td>
</tr>
<tr>
<td>Arts in Social Work</td>
<td>2.00</td>
</tr>
<tr>
<td>General sciences</td>
<td>2.00</td>
</tr>
<tr>
<td>Computer-Science in Computer Programming</td>
<td>2.00</td>
</tr>
</tbody>
</table>
Candidates interested in the Degree Programs in Engineering (Civil, Electricity and Industrial) must also comply with the following requirements:

- Have obtained a minimum of 400 points, in the mathematics part of the Test of University Admission (PAA) of the College Board.

- Placement criterion in the mathematics courses:

<table>
<thead>
<tr>
<th>Score obtained in the Mathematics Test</th>
<th>Course Level</th>
</tr>
</thead>
<tbody>
<tr>
<td>400 – 479</td>
<td>Mathematics 103</td>
</tr>
<tr>
<td>480 or more</td>
<td>Precalculus</td>
</tr>
</tbody>
</table>

3. Caribbean Express Division (Accelerated Programs)

   a- Admission application

   b- Be 21 or older at the time of filing the application for admission

   c- Evidence of having graduated from high school or its equivalent.
      1. Graduation Certification, High School Diploma, or High School Equivalency Exam
      2. Students from abroad and the United States
         - Present a validation of their academic studies from the Equivalence Studies Unit under the Auxiliary Secretariat for Student Assistance Services of the Department of Education.

   3. Home-schooled students (homeschoolers)
      - You must complete and notarize the document "Certification of Home Educated Student" which is available in the Admissions Office and on the website [www.caribbean.edu/admisiones/formularios](http://www.caribbean.edu/admisiones/formularios)

   d- Comply with the average required by the academic program to which you request admission. Please refer to chart under “Undergraduate level”

   e- Admission fee, non-refundable
4. Transfers Students

a- Admission application

b- Transcript of credits of the post-secondary institution of origin.

1. If coming from a non-university institution, evidence of high school or its equivalent will be required.
   
   - If it is not evident in the transcript of credits having passed the basic courses of Spanish, English and Mathematics - will take the location tests.

c- Certificate of Immunization - If under 21 years of age (form P-VAC-3)

d- Comply with the minimum average required by the Academic Program to which you request admission.

f- Admission fee, non-refundable

5. Student interested in taking Non-Conducting university courses, classified as Special or Listener

a- Admission application

1. Report reason to be admitted as a special student or listener

b- Present a copy of the diploma, degree certification or transcript of credits

1. Only will be allowed to enroll in courses of the same or lower academic level

2. Only up to a maximum of twenty one (21) credits will be allowed

c- Certificate of Immunization - If under 21 years of age (form P-VAC-3)

d- Admission fee, non-refundable

   Important: Registration subject to availability of courses
GRADUATED PROGRAMS

1. Admission to Masters Programs

General requirements:

a. Admission request

b. Official Transcript of an approved baccalaureate of an accredited university, with an academic index of 2.50 or more.

   ➢ If you do not meet the minimum required average - have passed the last 60 credits of your baccalaureate with an average of 2.50 or more.

c. Two letters of recommendation, preferably from university professors or professionals of recognized competence in their field

d. Certificate of Immunization - If under 21 years of age (form P-VAC-3)

e. Admission fee, non-refundable

Specific requirements:

a- Master of Education, candidates who do not have a bachelor's degree in Education

   1. Six (6) undergraduate credits in Education from an accredited university

   2. Candidates for the Master of Education with specialization in Special Education

      i. A course must be the Exceptional Child

b- Nursing Sciences with a specialty in Pediatric Gerontology or Neo-Natal

   1- Possess a baccalaureate in nursing from an accredited university

   2- Deliver a written Essay

   3- Evidence of current license of generalist nurse

   4- Statistical course at the undergraduate level with a grade of C or more
2. Students in Transfer to Masters Programs
   a- Admission request
   b. Official Transcript of an approved baccalaureate of an accredited university, with an academic index of 2.50 or more.
   c- Certificate of Immunization - If under 21 years of age (form P-VAC-3)
   d- Admission fee, non-refundable

3. Admission to the PhD in Philosophy in Education in Curriculum and Teachings

   A- General requirements
   a- Admission application
   b- Transcript of credits of an approved master's degree from an accredited university, with a minimum academic average of 3.00 or more on a scale of 4.00.
   c- Deliver essay writing where you express the reason for your interest in pursuing the PhD in Philosophy in Education in Curriculum and Teaching.
      1. The essay should establish its commitment and relationship with the Vision, Mission and Goals of the University, and how they relate to their future academic and professional plans.
   d- Conduct Interview with the Admission Committee to the Doctoral Program
   e- Present two letters of recommendation
   f- Certificate of Immunization - If under 21 years of age (form P-VAC-3)
   g- Admission Fee, non-refundable

   Specific requirements
   a- Statistics course at the master's level with a grade of C or more
B- Student in Transfer to the Doctorate in Philosophy in Education in Curriculum and Teaching

a- Admission application

b- Official transcript of credits of accredited university of origin, with an accumulated average of 3.00 or more

c- Admission fee, non-refundable

Readmissions

a- Readmission application

b- Comply with the required average and current requirements of the study program at the time of readmission

   1. It will be governed by the sequential and the current catalog

   2. The applicant's file must be complete, according to the current requirements required by the University

   3. He/She will maintain his academic status under the Satisfactory Academic Progress Standard, applicable to his last year of studies.

c- Readmission fee, non-refundable
Definitions

a- Freshmen Student
The student who initiates his post-secondary experience as a regular student to a program leading to a degree.

b- Transfer Student
The student who has passed one or more courses in other post-secondary or university institutions duly accredited and authorized by the State.

c- Readmitted Student
The student who has previously studied at Caribbean University and at the time of readmission has been at least an academic term outside the University. The student who finishes his associate degree at Caribbean University and continues to the baccalaureate without interruption.

d- Special Student
The student who requests permission and is admitted to take specific courses that are not conducive to a university or technical degree.

e- Listener Student
The student who requests permission and is admitted to attend a specific course, and will not receive credits or notes for it.

f- Open Door Policy
Caribbean University provides the opportunity for applicants who have a high school academic average of 2.00 GPA (at a scale of 4.00) or lower, to apply for the programs of the Short-Careers (Caribbean Tec) or Associate Degrees.

The student admitted under the Open Door Policy must enroll in the basic skills courses of level 100 (Mathematics, English and Spanish). These courses provide the student with the necessary tools to adjust to university life.
g- Extended Admission, Reasonable Accommodation Post-secondary Passport Law

System to broaden the regular admission processes, in such a way that the university academic potential of the person with disabilities can be identified for admission. The extended admission process will use as a basis the *Reasonable Accommodation Passport* and the extended admission application, which may be comprised of instruments, such as the appraisal and interviews, among others.