

Admission Information

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Admissions Policies and Procedures

The procedures outlined below apply to all prospective students requesting acceptance to the College's traditional, undergraduate, both in-seat and online academic programs. Applicants seeking admission to the Trinity Quest degree completion program should refer to the catalog section regarding Trinity Quest (page 90) for detailed program information and specific admissions procedures.

Equal Opportunity Policy

Trinity College of Florida admits qualified students who are personally committed to Jesus Christ. Students are admitted without regard to race, color, handicap, sex, age, or national or ethnic origin. Individuals are afforded all rights, privileges, programs, and activities generally accorded or made available to students at the College. Trinity College of Florida does not discriminate in the administration of its educational policies, admission policies, scholarship programs, athletic programs, or other school-administered programs.

Spiritual Requirements for Residential and Commuter Students:

Applicants to Trinity College of Florida:

1. Must profess faith in Jesus Christ as Lord and Savior
2. Must adhere to the historic foundational doctrines of the Christian faith
3. Must demonstrate consistent Christian character

Spiritual Requirements for Online and Distance Education Programs:

1. Professing Christians and non-Christians may be considered for admission.
2. While applicants are not required to personally affirm the Christian faith, all students enrolling in Trinity College of Florida's online and distance education programs must acknowledge that the College operates from a historic Christian worldview and agree to respect and live in harmony with its mission, values, and community standards.
3. Must agree with our Statement on Human Sexuality and Principles on Marriage and Singleness.

Academic Preparation

Trinity College of Florida recommends that applicants take a broad range of college preparatory classes at the secondary school level including:

1. Four units in English (including grammar and composition)
2. Four units in math
3. Three units in science
4. Three units in social sciences, history, and/or humanities
5. Two units in a foreign language.

Academic Recommendations

The preferred incoming student's minimum grade point average is 2.0 (4-point scale). Students are encouraged to take either the ACT/CLT/SAT college entrance exam. The ACT/CLT/SAT score is a valued element in the process of evaluating students seeking acceptance to Trinity College of Florida.

Students electing to take the ACT should strive to achieve a minimum score of 18. Students electing to take the SAT should strive to achieve a score of 980. Students electing to take the CLT should strive to achieve a score of 63. See the Transfer Students subsection for specific academic recommendations for applicants.

ACT/SAT/CLT Scores

ACT, SAT, or CLT score reports are encouraged for all applicants and can affect scholarship opportunities:

To send an ACT score report, visit actstudent.org (college code: 4876)

To send an SAT score report, visit collegeboard.org (college code: 1979)

To send a CLT score report, visit cltexam.com

Admission Process for Residential and Commuter Students:

To apply for admission to Trinity College of Florida, commuter and residential applicants should do the following:

1. Application

Applicants should submit the online application for admission, which will include three essay questions.

Essay Questions:

Accepting Christ is a deeply personal and transformative experience; describe your conversion experience and explain how that change has profoundly impacted your life.

Trinity College of Florida is a Bible-based institution that focuses on academic excellence within our community. What does academic excellence look like to you?

In your words, describe what it means to be a Christian. Include Scriptures that support your answer.

2. Transcripts

Applicants must have official high school and/or college transcripts sent to Trinity College of Florida. Official transcripts must be sent directly from the sending institution to Trinity College of Florida. Official transcripts can be sent in one of the following ways:

1. Through a secure transcript service (Parchment, Scribble, etc),
2. Emailed directly from the sending institution to admissions@trinitycollege.edu
3. Mailed from the sending institution to:

Trinity College of Florida
Attn: Admissions Office
2430 Welbilt Blvd.
Trinity, FL 34655

Transfer students who have attempted fewer than 60 college credits are required to submit both high school and college transcripts.

3. Admission Interview

The Admissions Office will conduct admissions interviews with each applicant to gauge a student's alignment with the mission and values of the college.

Admissions Process for Online and Distance Education Students

To apply for admission to Trinity College of Florida's online and distance education programs, applicants should complete the following steps:

1. Application

Submit the online application for admission, which will include three essay questions.

Essay Questions:

Accepting Christ is a deeply personal and transformative experience; describe your conversion experience and explain how that change has profoundly impacted your life. If you have not yet accepted Jesus, please explain what you currently believe about Him and who you understand Him to be.

Trinity College of Florida is a Bible-based institution that focuses on academic excellence within our community. What does academic excellence look like to you?

In your words, describe what it means to be a Christian. Include Scriptures that support your answer.

2. Transcripts

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Transfer students who have attempted fewer than 60 college credits are required to submit both high school and college transcripts.

Admissions Process for Quest Degree Completion Students

To apply for admission to Trinity College of Florida's Quest Degree Completion programs, applicants should complete the following steps, **and have at least 60 transferable credit hours:**

General Education (36 semester hours acceptable to the College)

Fine Arts and Humanities

Includes courses in Literature, Biblical Literature, Philosophy, Music, Art, and Drama.

3

English and Literature

Two Courses in English Composition are required.

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Science or Mathematics

Includes courses in Biology, Physics, Chemistry, Geology, Astronomy, Environmental Science, College Algebra, Calculus, etc.

3

Social and Behavioral Science

Includes courses in History, Political Science, Economics, Psychology, Cultural Anthropology, Sociology, or other similar courses.

3

General Education Electives

Includes courses from above categories and, in addition, courses in Speech, Critical Thinking, Ethics, Languages, Computer Science, Physical Education, and College Orientation.

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Open Electives (24 Semester Hours acceptable to the College.)

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Trinity, FL 34655

Transfer students who have attempted fewer than 60 college credits are required to submit both high school and college transcripts.

Acceptance Status of New Students

Once a prospective student's application is complete, the Admissions Committee will render a decision regarding admission to Trinity College of Florida. Any one of the following types of acceptance status may be granted to an applicant:

1. Full acceptance indicates an applicant has submitted all required materials, including official transcripts, official SAT, ACT, and/or CLT scores (for first-time students), references, and they have met all admissions standards. Fully accepted students are eligible to enroll in classes at the College for their starting semester.
2. Probationary acceptance indicates an applicant has submitted all materials, including official transcripts but does not meet all admission standards. The applicant receiving probationary acceptance is eligible to enroll in up to, but not to exceed, 12 credit hours of classes for their starting semester, and are subject to academic mentoring. Applicants granted probationary acceptance must earn a 2.0 or higher GPA during their first semester of study. Students earning a 2.0 or higher during their first semester of study will be removed from academic probation during their second semester. Students who do not earn a 2.0 or higher GPA during their first semester will be placed on Level 2 probation during their second semester. Level 2 probationary students will be prohibited from participating in any extracurricular activities (sports, student groups, resident assistants, praise band, etc.) Students who do not earn a 2.0 or higher GPA during their second semester will be placed on final academic probation during their third semester.
3. Non degree seeking acceptance indicates an applicant has been accepted and is eligible to enroll in courses for audit or to earn academic credit for certificate programs, transient study, or high school dual enrollment for their starting semester.

If an accepted student chooses not to enroll, his/her acceptance status will remain in effect for 4 consecutive semesters before they are required to reapply. Trinity College of Florida does not guarantee acceptance to any prospective student.

NOTE: High school dual enrollment students may be fully accepted upon graduation provided they have met all necessary requirements of the College and have maintained satisfactory academic achievement.

Denial

Denial indicates that a student has not met the requirements for acceptance into the College. Once an application is denied, that decision stands for one year (two semesters). If the prospective student wishes to apply again, he/she can do so for the start term which is one year from the start date for which he/she was originally denied. Students wishing to reapply must provide documentation explaining what is different (spiritually or academically) since being denied. Documentation can include but is not limited to an additional letter from a current church leader, transcripts from another institution, additional essays, etc.

Readmission After Withdrawal or Leave

1. Students who have not attended classes for a period of one semester may re-enroll by contacting the Registrar's Office.
2. Students who have not attended classes for a period of two semesters must submit a new application to the Admissions Office.
3. Any student who has been suspended from the College must submit a "Letter of Request for Admission" to the appropriate dean prior to requesting application materials from the Admissions Office.

In all cases, the College reserves the right to require a new application, references, and/or additional documentation prior to readmission.

Transfer Students

Transfer students must submit official sealed transcripts from all previously attended colleges and/or universities in addition to the general application procedures outlined in this section. NOTE: High school transcripts do not need to be submitted if an applicant's college transcript indicates successful completion of an Associate's degree. The preferred transfer student's minimum grade point average is 2.0 (4-point scale).

Dual Enrollment Students

Students in grades 9-12 simultaneously earn credits toward their high school diploma and a college degree, in-seat or online (attending a traditional semester). High school students may take general education courses, including first and second-year Bible/theology courses.

TCF academic requirements for admissions as a dual-enrolled student: Students must be at least a freshman in high school and have at least 3.0 GPA to take dual enrollment courses. They must also process through the normal admissions process.

Homeschooled Students

Homeschooled applicants will use the standard college application. Transcript options available to homeschooled students are an umbrella high school transcript or a parent-issued high school transcript. Essential elements of a parent-issued transcript include but are not limited to all courses that are taken in ninth through twelfth grade (listed by year and semester), final course letter grades, final unweighted GPA (based on a 4-point scale), graduation date, teaching parent's official signature and date.

International Students

International students should request a copy of the "International Student Information" packet. This packet details the process for application, lists the approximate cost of attendance, and contains all forms required for admission. Applicants may also visit the official website of the Department of Homeland Security: studyinthestates.dhs.gov. for more information.

In addition to the general requirements, international students whose primary language is not English must submit a score of 500 or above on the paper-based Test of English as a Foreign Language Examination (TOEFL) or 61 or above on the computer-based TOEFL. If a decision to grant admission is rendered, the prospective student will be pre-registered and an I-20 Form will be issued.

Enrollment

Upon notification of acceptance, students are required to submit the following enrollment forms:

- **Academic Forms:** Bible Theology Test, Declaration of Major Form
- **Deposit:** The College requires a non-transferable, nonrefundable tuition deposit of \$50.00. Resident students are required to also submit a residency deposit of \$150.00. Room assignments are made based on the order the College receives the residency deposit. Therefore, it is imperative for students to submit this deposit promptly after receiving notification of acceptance. (Please note, the \$150 residency deposit is refundable at the end of a student's campus residency as long as there are no associated residency charges or damages.)
- **New Student Forms:** The following forms may be asked of on campus students and athletes: Vehicle Registration, Resident Hall Form, Health Insurance Form, Medical Form
- **Financial Aid:** If a student is applying for financial aid, they must complete the FAFSA and other financial aid documentation (see the Financial Aid section for details).
- **Final Official High School Transcripts:** During the application process, the Admissions Office may accept in progress high school transcripts, however, a student will not be eligible to enroll in classes until final, official transcripts have been received by the Office of Matriculation. Final, official high school transcripts must include final grades for all classes, a final unweighted GPA, the graduation date, and an official signature of the sending institution.
- **Final Official College Transcripts:** During the application process, the Admissions Office may accept in progress college transcripts, however, the student must submit final official college transcripts (once completed) to the Matriculation Office before being registered for class. A degree audit cannot be completed and no credits can be transferred in from the previous college without receipt of the final official transcript.

Once a student completes the academic forms, deposit, and final official transcripts, the student will be registered in classes, issued a TCF email account, and given access to the online student portals. This process occurs based on the order in which the College receives the necessary documents; therefore, students should submit the documents promptly after receiving notification of acceptance.