

Requirements for Admission to Otterbein University

1. Read the entire brochure before attempting to complete the application.
2. Determine what type of student you are by reading the types below:

A **freshman applying from abroad** who completed secondary/high school abroad, but has not attended a university abroad or in the US.

A **freshman applying from the U.S.** who has completed secondary/high school in the U.S. but has not attended a university abroad or in the U.S.

A **transfer student** who has completed secondary/high school and more than one year of university level work in the US or abroad.

A **readmission student** who previously attended Otterbein, but left Otterbein and the U.S. and has not attended another university and now wishes to return.

A **readmission student** who previously attended Otterbein, but left Otterbein to transfer to another university and now wishes to attend Otterbein again.

A **nondegree student** who does not wish to earn a degree at Otterbein, but wishes to attend courses for a grade and credit. Students who will be participating in the “Otterbein Semester” or coming to study English as a second language are included in this category.

An **exchange student** who will attend Otterbein for one or two semesters and will transfer Otterbein course work to another university abroad.

A **graduate student who applying from abroad** and has completed an undergraduate Bachelor’s degree from an accredited foreign university.

A **graduate student applying from the U.S.** who has completed an undergraduate Bachelor’s degree from an accredited U.S. university.

3. Obtain the required documents for your admission file. They are listed on the application form.
4. Complete the international application form.
5. Mail the required documents by airmail. Surface mail can take up to three months. Recommended deadlines are 6 weeks before the selected term begins. Be sure to include the application fee.
6. Otterbein will evaluate your application as soon as possible. Once admitted you will receive the necessary documents to obtain a visa, a housing application, and arrival information. If you would like to be met at the airport, please send arrival information to The Center for International Education and Global Engagement. Once you arrive, you can visit your department to be assigned an academic advisor and to arrange an appointment to plan your course schedule.
7. Arrive at Otterbein University (on or before the date assigned) and first go to the Center for International Education and Global Engagement (Telephone: 614-823-3263). We are located in the Carriage House, the building behind 172 W. Main Street, Westerville, Ohio 43081. You will receive further instructions from that office. After a warm welcome, you will begin your memorable and exciting educational journey at Otterbein University.

