

# CAVALIER ADMISSION VOLUNTEER HANDBOOK



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*"Enlighten the people generally, and tyranny and oppressions of body and mind will vanish like evil spirits at the dawn of day..."*  
-Thomas Jefferson

The greatness of this University ultimately depends on the caliber of the faculty and student body. The mission of the Admission Office and the [UVA Club Cavalier Admission Volunteer](#) program is to find and attract to the University students who will benefit from the educational experience offered here, contribute to that experience and then go on to lead lives filled with achievement and satisfaction. We also make every effort to see that these students have chosen their college wisely and that the University is, indeed, the best choice for them. Our responsibility, therefore, is to both the University and to the prospective students.

In the process of undergraduate recruiting, informed and energetic Cavalier Admission Volunteers are of tremendous help. Alumni can convey to students the academic excellence, commitment to student self-governance, and physical beauty that make the University of Virginia unique.

We thank you for agreeing to work with us as a Cavalier Admission Volunteer. Your efforts will be invaluable to us and to the students you reach. This handbook will describe CAV policies and procedures and explain the ways in which you can serve the University as a volunteer.

## **Overview of Cavalier Admission Volunteer Activities**

The Office of Undergraduate Admission, the Office of Engagement and the Alumni Association work together to support [Cavaliers Admission Volunteers](#) (CAVs), who raise the awareness of the University of Virginia in communities around the world. CAVs reach out to prospective students, congratulate accepted students and welcome new students to the UVA family through a host of programs.

CAVs volunteer in several capacities, including:

### ***Prospective Student College Fairs***

Alumni volunteers represent the University at [college fairs](#) around the world. Because alumni attend these fairs, we reach students we might otherwise miss. The Admission Office and the Alumni Association work with CAVs to recruit and train volunteers for the events. We provide postcards, brochures and other UVA literature for students attending the college fairs. We also provide training and information for alumni volunteers.

### ***Prospective Student Admission Programs***

Predominantly in the fall and managed by the Admission Office, UVA Solo Evening Programs feature a dean from the University and a panel of diverse alumni from your area. Additionally, we host programs with other universities, which we call Admission Group Programs. Volunteers assist with Group Programs by staffing a table and answering questions from prospective students and their families. In both cases alumni provide excellent information and enthusiasm.

### ***Congratulatory Calls to Accepted Students***

Alumni give accepted students significant personal, first-hand knowledge of the University with Congratulatory Calls, which are organized by the Office of Engagement. Calls are made in early February to students accepted through the University's Early Action admission process and in early April to students accepted through the Regular Decision admission process.

### ***Jefferson Book Awards***

Jefferson Book Awards are given to high school juniors around the world who embrace creativity and innovation and embody the spirit of discovery. The award book is the "The Quotable Jefferson," and is gifted by the local UVA Club. Along with the book, a personalized certificate signed by President Teresa Sullivan and a personalized bookplate are included.

### ***Accepted Student Receptions in April***

These [gatherings for newly-admitted students](#) and their families are held around the world and organized by the Office of Engagement. They provide accepted students and their parents the opportunity to meet and mingle with alumni and current students and parents. April Receptions can increase the University's yield significantly and are especially festive and relaxed.

### ***Student Send-Offs***

During these [celebrations](#) hosted by the Office of Engagement, entering students and their families ask questions about the University and to meet other students, parents and alumni. Student Send-Offs create a welcoming environment and build community on Grounds and in students' hometowns.

## Descriptions of and Training for Cavalier Admission Volunteer Programs

### College Fairs for Prospective Students

Thank you so much for representing UVA at the college fair in your area. During the fair, you (and representatives from other colleges and universities) will distribute literature to prospective students and answer questions. If the fair is in Virginia, you will attend with an admission dean. If the fair is outside of Virginia, you likely will be the primary representative for the University. During the fair you will have at your disposal:

1. Introductory Brochures and MyUVA Instruction Postcards for students: Students create their online MyUVA account, which places them on our mailing list, rather than completing cards during the college fair.
2. Fact Sheet: Basic facts and a list of majors.
3. FAQs: Answers to common questions you might get at the fair.

Also know that academic department descriptions and course offerings can be found online. This type of in-depth information is valuable to students with particular academic interests.

Please remember:

- Arrive early so you can locate your table and arrange display materials before the fair begins.
- Stand during the fair and stay for the entire time so as not to miss any excited candidates!
- Dress is business casual. Business is fine if you are coming directly from work. Prepare for a warm gym or for excessive air conditioning. It is impossible to know in advance and thank you!

### Prospective Student Admission Evening Programs

Evening Programs include presentations by several institutions at one time (Group) *or* by a single UVA dean and alumni (UVA Solo). The programs include a power-point presentation, words from an admission dean or deans and an alumni presence. They allow us to reach many high school sophomores, juniors, and seniors in a single evening.

**Group:** During a Group Admission Program, admission deans from multiple colleges and universities present. After these presentations we adjourn to individual tables. Alumni volunteers then speak one-on-one with students and parents specifically interested in UVA. The programs are fun, informative and cooperative. Our time with students at the tables gives them depth and attention.

**UVa Solo:** UVA Solo Programs are a unique way to recruit out-of-state students to the University. The programs include a presentation by an admission dean and an alumni panel discussion. The panel discussion makes the program compelling and personal, as recent alumni convey the current culture of the University and all alumni reflect on their time at Virginia. Panel selection is an extremely important part of planning these events.

## **Congratulatory Calls to Accepted Students**

Thank you for making congratulatory calls to high school students accepted to the University! Students appreciate the personal contact and we hope you enjoy the interaction. Early Action admission congratulatory calls are made in February. Regular Decision admission congratulatory calls are made in early April.

### **Sample Script**

We know the script sounds simplistic, but many callers find it helpful. Of course, we do not expect you to follow the script word for word.

"Hello, (student's name), on behalf of the University of Virginia I am delighted to congratulate you on your acceptance to the University! I am calling as a member of our local UVA Club (likely they won't know what the Cavalier Admission Volunteer is) and wanted to introduce myself to you and answer any questions you may have. I know you must have a great deal to offer the University and hope you are going to accept UVA's offer!"

IF YES:

"That's wonderful!" At this point you might ask what departments interest her, what her extracurricular interests are, etc. The idea simply is to be friendly and leave her feeling she has a personal connection with UVA in her hometown. Take this opportunity to inform her of your club's student Send-Off Party over the summer and encourage her to attend and meet other students and parents from the area. Before hanging up, tell her your name again and leave her with your phone number and/or email address, so she may contact you with any further questions.

IF NO. HE HAS DECIDED TO GO ELSEWHERE:

Simply congratulate him upon his choice of college, wish him well, and leave your name and contact information in case he might want to speak with you later.

IF HE IS UNDECIDED:

Share with him the things you like about UVA and why you decided to attend Virginia. Wish him luck in making his decision and leave your name and contact information. Please note that the Admission Office will host extensive Open Houses, called "Days on the Lawn," for admitted students. Attending students may want to stay overnight through Monroe Society, a student-run hosting organization. This is a wonderful way to get a first-hand look at what it's like to be a UVA student! Your undecided student may find Days on the Lawn especially helpful. Feel free to refer him/her to the [Accepted Student website](#).

If you are unsure of the answer to a question or uncomfortable addressing an issue a student asks about, please refer the student to the UVA Admission Office at 434-982-3200. Admission deans are on call every day.

## **Accepted Student Receptions in April**

[Accepted Student Receptions](#) are an opportunity for alumni, parents and friends of the University to speak with students and their families considering their acceptance to UVA.

Receptions are hosted in by UVA Clubs for newly-accepted students and their parents. These receptions provide admitted students and their families with the opportunity to meet alumni and ask questions about the University. They help increase yield and generate excitement about UVA.

## **Student Send-Off Parties**

Each year the Office of Engagement works with UVA Clubs around the world to coordinate [Student Send-Off](#) events for incoming first years, transfers, returning students and parents. Student Send-Offs are social gatherings for students and parents that take many forms, ranging from backyard barbecues to formal receptions. These events are a great opportunity for new students and parents to meet and mingle with current students, alumni and parents and a wonderful way to build community.

The Office of Engagement provides financial and promotional support to clubs planning Student Send-Off events. In the spring, your REO will send to your club's President and Cavalier Admissions Volunteer Chair the list of area students enrolling in the University in the coming semester. It is important to begin the planning process as soon as possible after receiving this list. Your REO also will introduce you to a regional [Student Ambassador](#), a student who shares their experience with incoming students, alumni, parents and friends in their home community. The student Ambassador is someone who can attend your Student Send-Off event and speak with incoming students and families.

## **Jefferson Book Award**

The [Jefferson Book Award Program](#) was established to recognize outstanding high school students during their junior year and to prompt these students' interest in applying to the University of Virginia. The award is presented by the Cavalier Admission Volunteer to the junior whom the high school considers to best represent the Jeffersonian ideals of scholarship, leadership and citizenship. The well-rounded student, rather than the person with the highest GPA, should be chosen.

To initiate a book award presentation, the UVA Club Cavalier Admission Volunteer should contact his or her assigned school counselor or principal and arrange for the school to select a student recipient. Ask if you may present the book award to the student during the school's annual awards ceremony. UVA Club Cavalier Admission Volunteer may purchase the books to present to their assigned high schools. Award certificates, which have been signed by University President Theresa Sullivan, accompany the Jefferson Book Awards.

Please order books and certificates at least one month prior to the award ceremony. After the ceremony, please send the names of JBA volunteers, participating high schools, and JBA recipients to your [Regional Engagement Officer](#).

## Important Admission Deadlines

10/1	January Transfer Application Deadline
11/1	First-Year Early Action Application Deadline
12/1	January Transfer Decisions Released (tentative)
1/1	First-Year Regular Decision Application Deadline
1/1	Recommended Financial Aid Deadline for Early Action Applicants
3/1	Financial Aid Deadline
3/1	Fall Transfer Application Deadline
4/1	First-Year Regular Decisions Released
5/1	Fall Transfer Decisions Released

## Admission Profile

### Admission Statistics 2015-2016

30,840	Completed applications
9,186	Offers of admission
3,674	First-year students enrolled

89% of enrolling students ranked in top tenth of their class

Middle 50% rate for SAT scores:  
620-720 Critical Reading  
630-740 Math  
620-720 Writing

Middle 50% range for ACT composite scores: 28-33

82% of applicants submitted SAT scores  
44% of applicants submitted ACT scores

### Student Enrollment, 2015-2016

16,673	Undergraduate
7,147	Graduate
23,883	Total on Grounds

68%	Virginian
32%	Non-Virginian
54%	Female
46%	Male
97%	of first-year students return for the second year
60%	of students are involved in research
84%	of undergraduate courses have 50 or students or fewer
55%	of undergraduate courses have fewer than 20 students
88%	4-year graduation rate
93%	6-year graduation rate

## **Information on Admission and On-Grounds Visitation**

### **Admission Overview**

Please refer questions about the admissibility of a certain student directly to the Undergraduate Admission Office. However, know that it is appropriate for alumni volunteers to answer general questions about the admission process.

Our entering class is comprised of approximately 3700 students, approximately 68% in-state and 32% out-of-state. Because we receive more applications from students who reside outside of Virginia, approximately 25% of the out-of-state applicants will be admitted. Approximately 42% of the in-state applicants will be admitted. Legacy applicants are evaluated in a manner similar to the way in which we evaluate Virginia residents. Successful candidates will have excellent grades and take many honors and Advanced Placement/International Baccalaureate/Governor's School courses in high school.

Usually the candidate's senior courses are the most rigorous offered in the school.

### **The Application**

We use the Common Application. All applicants apply online through [www.commonapp.org](http://www.commonapp.org). Know that there are general directions for all applicants, but also note that there are ones specific to UVA applicants. Be sure to stress that students should follow directions specific to UVA.

Advise students to add both [uvapplicationinfo@virginia.edu](mailto:uvapplicationinfo@virginia.edu) and [undergradadmission@virginia.edu](mailto:undergradadmission@virginia.edu) to their address books so that important emails from the University do not go to spam.

### **Early Action**

Early Action is a non-binding, unrestrictive admission plan. We aim to release decisions by the end of January. We may deny admission, offer admission, or defer the application. A deferred application will be evaluated again during the Regularly Decision review.

Students who are admitted under Early Action have until May 1 to deposit and reserve a place in the first-year class.

### **Regular Decision**

Regular decision applications are due on January 1 and notification is April 1 or earlier.

### **How applications are read**

The most component of the application is the high school transcript. We'll carefully look at the student's strength of curriculum and grades. Successful candidates will have excellent grades and take many honors and Advanced Placement/International Baccalaureate/Governor's School courses offered in high school. Usually the candidate's senior courses are the most rigorous offered in the school. Then, along with the transcript, we'll see two required (and possibly more) recommendations from the school counselor, teachers, advisors, coaches, etc. Ideally, these recommendations are telling and enlightening. Please know these recommendations may be submitted thorough the Common Application or by email or mail.

Since our review is holistic, we also ask for a list of extracurricular activities and awards as well as responses to essay questions. Ideally, this information gives us insight into what a student has to offer the University. The quality of thinking, as evidenced in the essays, and the depth of commitment to intellectual/community/athletic/artistic (etc) efforts outside of the classroom will affect our decision. This portion of the application is especially important for out-of-state applicants as that applicant pool tends to be quite large and relatively strong.

**Senior mid-year grades** are reviewed before a decision is mailed.

Applicants are required to have either SAT or ACT scores sent directly from the testing agencies. Our ETS code is 5820. Our ACT code is 4412.

## Transfer

Students applying for transfer admission to any of the six undergraduate schools will have completed at least one year and no more than two years of study at another institution. Most applicants will be accepted in the fall, but 30 students will be accepted to the College of Arts and Sciences for the spring semester.

Deadlines and dates of notification are:

October 1: Spring Transfer Submission Deadline

December 1: Tentative Date of Release for Spring Transfer Decisions

March 1: Fall Transfer Deadline

April 1: [Transfer Financial Aid Deadline](#)

May 1: Tentative Date for Release of Fall Transfer Decisions

## Information on Visiting

Encourage students to visit Grounds.

- Overnight Visits for prospective students are offered through the Monroe Society, a student-run organization. Their web address is <https://sites.google.com/site/themonroesociety/> and hours of operation are Sunday through Thursday, 6:00 p.m. to 9:00 p.m. Students may visit from October through April.
- During Information Sessions an admission dean speaks about the University and our admission process. They are held Monday through Friday at 10:15a.m. Other times are outlined on our web site. Please have students make a reservation at <http://admission.virginia.edu/visit>.
- Tours are conducted by students Monday through Saturday at 11:00 a.m. and 2:00 p.m. and Sundays at 11:00 a.m. when classes are in session. Again, the web site is helpful here.

Office of Admission, University of Virginia

phone: 434-982-3200

website: <http://www.virginia.edu>

Another *superb* resource for applicants is the Admission Blog:

<http://uvaapplication.blogspot.com>.

## Frequently Asked Questions

### Academics

#### ***What can I study at UVA?***

The University offers undergraduate degrees from seven schools: [The College of Arts and Sciences](#), the [School of Architecture](#), the [School of Engineering](#), the [School of Nursing](#), the [School of Commerce](#), the [School of Education](#), and the [School of Leadership and Public Policy](#). A number of majors are offered in each of the schools, as well as the option to study, and even major, in more than one school. We offer more than 65 degree programs, and students also may design their own major. At the center of our educational philosophy is a focus on the study of the liberal arts. All students, even those enrolled in pre-professional schools, are encouraged to take classes in many disciplines.

#### ***Does UVA offer an honors program?***

Both the College of Arts and Sciences and the School of Engineering and Applied Science offer school-wide honors programs. In the College, the [Echols Scholars Program](#) enrolls students who have excelled academically and exhibited unusual intellectual curiosity. Echols Scholars enjoy some priority registration within their year, exemption from all area requirements and an opportunity to be housed with other Echols, Rodman and College Science Scholars. In the School of Engineering, the [Rodman Scholars](#) enjoy special seminars and design projects in the first year, specially designated courses throughout their undergraduate program, and possibly some financial compensation. No special application is necessary for either the Echols or the Rodman program; everyone who applies for admission to the College or the School of Engineering is considered automatically.

Science and math faculty oversee our [College Science Scholars program](#) which gives a small group of students in math and the sciences access to high level research and coursework. These scholars are chosen by the Admission Office using the regular application for admission.

Many departments in the College participate in the departmental Distinguished Majors Programs. UVA students may apply to these programs, which require the preparation of a fourth-year thesis. It is through these programs that UVA students can graduate with honors.

Please be sure to emphasize, however, that with the exception of Rodman seminars and a few select courses all classes at UVA are open to all students who are appropriately prepared. All of our honors programs live in the midst of a place very democratic.

#### ***What is the average class size?***

Classes range from small seminars of 12 to larger lectures of a few hundred. Once or twice a week, students in the lecture courses will meet for a discussion or lab of 15 to 20 people. 85% of our classes have 50 or fewer students and 54% have 20 or fewer. To provide new students with extensive peer and faculty interaction, special University Seminars are available to first-year students. Remember that students learn differently in a lecture course than they do in a small discussion, but in either circumstance they have access to some of the finest professors in the country.

#### ***How many classes are taught by teaching assistants?***

Ninety-five percent of the classes at UVA are taught by faculty members. The other instructors are teaching assistants who are usually Ph.D. candidates. Teaching assistants lead weekly discussion groups and teach introductory-level English composition and foreign language. The University's Teaching Resource Center sponsors a number of workshops to enhance teaching techniques for all University instructors. And, from what we continue to hear, teaching assistants are engaging and talented instructors.

***Will I have an advisor?***

Students at UVA receive advice from a number of sources. In the College of Arts and Sciences, for example, a dean, along with a group of specially-chosen faculty members, is assigned to each first-year living unit to help students plan their academic programs. Also, students meet with an advisor during summer orientation, and will meet with their first- and second-year advisor in the fall. Once students declare a major, they choose an advisor from that particular department. More informally, faculty members also hold office hours and encourage students to come in and talk about their academic goals and plans.

***Are there opportunities to study abroad?***

Approximately 40% of University students study abroad each year in more than 350 programs. The University's International Studies Office coordinates study abroad for the year, semester or summer. Our programs are in China, Jordan, Peru, Italy, Spain, Russia, India, and the United Kingdom, and we can make arrangements for students to study in other countries as well.

**Living Environment*****Which first-year houses are better: Alderman or McCormick?***

There are advantages to each area. The houses on [Alderman](#) Road are mostly brand new. The houses on [McCormick](#) Road, also known as the Old Dorms, are more architecturally appealing, have outdoor quads and are closer to most classes. Finally, [Gooch/Dillard](#) houses are suite-style residences located near the intersection of Alderman and Stadium Roads.

In either situation, students enjoy a close bond with others in their first-year house and have the support of an upper-class student on each hallway. First year students may also choose to live in one of the three residential colleges - [Brown](#), [Hereford](#), or the [International Residential College](#).

***What if my roommate and I have a fight?***

The University encourages students to handle situations between themselves in an adult manner. However, if a dispute cannot be resolved, the upper-class resident assistant will intervene and ensure that each student's rights are recognized and upheld.

***Will I be able to live on Grounds all four years?***

Students wishing to live on Grounds after the first year will enter a housing lottery and most of these students will be successful at securing housing space. At present, UVA can accommodate approximately fifty percent of our students on Grounds. Each year there are housing facilities with empty beds once the academic year begins.

Because students living off Grounds are usually within walking distance and are not isolated from the University community, many upper-class students choose to live in the charming neighborhoods that surround the University. Living off Grounds need not be more expensive than living on Grounds.

**Other Student Life Issues*****How many students are enrolled at UVA?***

16,600 undergraduates. Our size means we can offer over 1500 classes every semester and over 700 student organizations to our students from all over the world.

***Are out-of-state students overwhelmed by Virginians?***

Although 68% of students are from Virginia, 32% are from outside of Virginia, coming from most of the fifty states and over 100 nations across the world. Students at the University have the opportunity to interact with people from many different backgrounds and geographic regions--from Maine to Georgia to Colorado to Peru.

***Is crime a problem at UVA?***

While our crime rate is extremely low, there is some crime at the University of Virginia just as there is crime at any other university. However, University students are proactive rather than reactive in their approach to crime. Emergency telephones, the University Police Department, the Student Escort Service, and the Honor System all make life here safer. More importantly, students are encouraged to look out for each other and to take their own safety and the safety of others seriously. Please see detailed information on our comprehensive [Green Dot Program](#) for more details.

***Does social life revolve around the Greek system?***

Approximately one third of our students are members of the Greek system. Many Greek functions are open to all students and thus are integrated into the whole of the University. The sorority and fraternity system is strong, but only part of the social life here. Hundreds of other student organizations and social outlets are available, from spelunking to soccer, theatre to debate. There also are many restaurants, shops, coffeehouses, theatres, and concert venues within walking distance. Each week, students receive Connections, an extensive e-mail listing of events and activities taking place on and around Grounds.

***What does your sports program include?***

As a member of the Atlantic Coast Conference, the University sponsors twelve Division IA sports for men and thirteen for women. Men's sports include basketball, baseball, football, soccer, cross-country, diving, track, tennis, swimming, lacrosse, golf and wrestling. Women's sports include basketball, field hockey, lacrosse, swimming, diving, crew, cross-country, track, tennis, softball, soccer, and volleyball. Additionally, we offer 50 club sports that compete regionally against other schools and more than 64 intramural sports, including inner tube water polo.

***Do you have ROTC?***

All military branches have programs here. Students dress on Tuesdays and take some military science classes, but find that the ROTC program is comprehensive without being too time consuming.

***What support services exist?***

A wealth of support services is provided by the Office of the Dean of Students, the Office of African American Affairs, University Career Services, the Counseling Center, Peer Advising and many others. All these offices advertise their services to students in the first-year houses in the hopes that students will feel free to ask for help when they need it.

***The Bottom Line--Why Should I Come to UVA?***

***Academics*** - The University is considered one of the premiere academic institutions in the United States. Over the years, fifty-two Rhodes Scholars have graduated from Virginia. Only five other American institutions have produced more. For six of the past seven years, U.S. News and World Report ranked the University of Virginia as the top public university in the country. In this atmosphere there is a great love of the liberal arts and an emphasis placed upon active intellectual inquiry and dialogue. University of Virginia professors are women and men who are highly respected in their fields. They are a distinguished group, including Guggenheim fellows, Fulbright Scholars, winners of the Pulitzer Prize and National Book Award, and a two-time poet laureate of the United States. And the faculty is committed to teaching. Also, we are a research institution where typically 66% of undergraduates participate in compelling research across disciplines. So, superb teaching from faculty in addition to research opportunities makes for an ideal combination.

***Student Self-Governance*** - The emphasis on student self-governance has produced one of the most actively involved student bodies in the country. Students have a hand in the day-to-day running of the University, and leave UVA with valuable leadership and management experience as a result. Opportunities for involvement range from the oldest student-run Honor System in the nation, to the University Judiciary Committee, Student Council, The Cavalier Daily, the Chinese Student Association, University Democrats and over 700 other student-run organizations.

***Technology*** - UVA has led the way in integrating technology into the learning experience through special initiatives such as the Electronic Text Center, the Digital Media Center and the Geospatial and Statistical Data Center. Most buildings and all undergraduate dormitories are wired for direct network access. All students have access to 24-hour computer facilities, and most classes at UVA have a website associated with them. Students and faculty exchange more than three-quarters of a million e-mail messages each day.

***Diversity*** - The University is composed of a diverse student body. UVA students hail from throughout the United States, as well as from over 100 foreign countries. They are of various socioeconomic, ethnic and racial backgrounds. By living and learning in this environment, students develop an enhanced understanding of distinct cultures and broaden their knowledge of human behavior.

***Study Abroad and Service*** - As outlined above, 40% of our students study abroad in over 350 programs and we are known as a university exceptionally committed to service, both on-Grounds and around the globe.

***Happiness*** - UVA students are happy. 97% of first-year students return for their second year. The wealth of intellectual, cultural and social opportunities makes this a place student, faculty and alumni love.

***Thomas Jefferson*** - Our founder, Mr. Jefferson, said of his University, "Our aim from the beginning has been to make this establishment the most eminent in the United States, in order to draw to it the youth of every state." The University still bears the imprint of his far-ranging intellect: his love of every species of learning, scientific and artistic, beautiful and useful.

## Financial Aid and Scholarships

Please visit the [Student Financial Services website](#) for complete details, including additional fees, school-specific charges, and scholarships.

### Tuition

	Virginian	Non-Virginian
Tuition	13,060	41,722
Fees	2,662	3,344
<b>Subtotal</b>	<b>15,722</b>	<b>45,066</b>
Additional Categories	14,850	14,996 to 16,136
<b>Total</b>	<b>30,572</b>	<b>60,062 to 61,202</b>

### Guiding Principles of Admissions and Financial Aid at the University of Virginia

- A family's financial circumstances will not impact admission decisions. The financial aid applications and supporting documents are reviewed in accordance with federal regulations and institutional policy.
- **Financial Need** is the student's Cost of Attendance (COA) minus the calculated Expected Family Contribution (EFC).
- **Cost of Attendance** is established by the University of Virginia and includes tuition & fees, room & board, books and supplies, personal expenses, travel, and loan fees.
- **Expected Family Contribution** is based on a formula that considers a family's income and assets along with other factors like family size, number in college. The EFC is calculated for each student using information provided on the FAFSA, the CSS Profile, and tax and other supporting documents submitted.
- The University of Virginia, through its financial aid program, is committed to **meeting 100% of a student's demonstrated financial need** for all students using a combination of grants, federal loans and work study. Financial need is evaluated each year and can change with a family's shifting financial situation.
- We **offer** an average of \$4,500 per year for in-state students and \$7,000 per year for out-of-state students in need-based loans.

## Applying for Financial Aid for the 2017-2018 School Year

- Complete and submit the following initial documents **no later than March 1<sup>st</sup>**
  1. CSS/ Profile which is available October 1<sup>st</sup>
  2. FASFA which is available October 1<sup>st</sup>
  3. 2015 income tax returns and W-2s for both the student and parents/guardian
  4. Financial Aid Application Certification Form, which is a one page document for the student and parent signatures. It can be found at: [http://sfs.virginia.edu/sites/sfs.virginia.edu/files/FA Application Certification Form 17-18.pdf](http://sfs.virginia.edu/sites/sfs.virginia.edu/files/FA_Application_Certification_Form_17-18.pdf)
- We encourage Early Action applicants to submit all the above materials by the recommended date of **January 1<sup>st</sup>** in order to receive a preliminary financial aid award beginning the first week in February.
- Directions for logging in to the Student Information System (SIS) will be emailed to you approximately 5 business days after you have submitted your admission application. We recommend logging in as soon as you receive this email to ensure you have appropriate access.
- Within SIS, check your To Do List regularly in your Student Center, read all emails from SFS, and submit requested items promptly to avoid delays.
- Applicants will receive an email notification from [sfs@virginia.edu](mailto:sfs@virginia.edu) when their preliminary award is complete and ready to view in the SIS.

## Who receives financial aid at the University of Virginia?

- Approximately fifty percent of first-year undergraduates receive some form of financial assistance, including University aid and scholarships awarded by outside agencies. Some awards are given by University foundations and are merit based.
- Average need-based student loan debt for the graduating class of 2016 was \$12,852.
- Not all students are eligible for need-based aid. However, other financing options are available including private student loans and Parent PLUS loans. Information about these other options is found at <http://sfs.virginia.edu/new/aid/otheroptions>. Information about scholarships is available at <http://sfs.virginia.edu/scholarships>. SFS also provides an installment payment plan per semester. Visit their website at <http://sfs.virginia.edu/payplan> for more information.
- Only U.S. Citizens or eligible non-citizens can be considered for need-based financial aid.

## *Merit Scholarships*

Non-need-based aid is offered through ROTC and athletics, and approximately 30 [Jefferson Scholarships](#) are available to first-year students who have excelled as scholars, leaders, and citizens. Information about other merit scholarships can be located on [the Student Financial Services website](#).

## Addresses and Telephone Numbers

The University's main number is: (434) 924-0311.

### [Admission, Office of \(Undergraduate\)](#)

P.O. Box 400160  
Charlottesville, VA 22904-4160  
(434) 982-3200

### [Alumni Association](#)

P.O. Box 400314  
Charlottesville, VA 22904-4314  
(434) 243-9000

### [Architecture, School of](#)

Campbell Hall  
P.O. Box 400122  
Charlottesville, VA 22904-4122  
(434) 924-3715

### [Arts & Sciences](#)

(Undergraduate School)  
P.O. Box 400133  
103 Monroe Hall - 248 McCormick Road  
Charlottesville, VA 22904  
(434) 924-3351

### [Athletics](#)

P.O. Box 400821  
Charlottesville, VA 22904-4821  
(434) 982-5000

### [Curry School of Education](#)

Ruffner Hall  
P.O. Box 400261  
Charlottesville, VA 22904-4275  
(434) 924-0742

### [Diversity Office](#)

Madison Hall  
P.O. Box 400881  
Charlottesville, VA 22904-4881  
(434) 243-2079

### [Engineering & Applied Science, School of](#)

Thornton Hall  
P.O. Box 400246  
Charlottesville, VA 22904-4246  
(434) 924-3072

### [Engagement, Office of](#)

Fontaine, 2nd floor  
P.O. Box 400807  
400 Ray C. Hunt Drive  
Charlottesville, VA 22904-4807  
(434) 243-2171

### [Financial Aid](#)

P.O. Box 400204  
Charlottesville, VA 22904-4204  
(434) 982-6000

### [Frank Batten School of Leadership and Public Policy](#)

Garrett Hall  
P.O. Box 400893  
235 McCormick Road  
Charlottesville, VA 22904-4893  
(434) 924-0812

### [McIntire School of Commerce](#)

Rouss & Robertson Halls, East Lawn  
P.O. Box 400173  
Charlottesville, VA 22904-4173  
(434) 924-7988

### [Nursing School](#)

225 Jeannette Lancaster Way  
Charlottesville, VA 22903-3388  
(434) 924-2743 or toll free 888/283-8703

### [Registrar, University](#)

Carruthers Hall  
P.O. Box 400203  
Charlottesville, VA 22904-4203  
(434) 924-4122

### [Student Financial Services \(Student Accounts\)](#)

P.O. Box 400204  
Charlottesville, VA 22904-4204  
(434) 982-6000

## Academic Calendar

The Darden Graduate School of Business Administration, School of Law, School of Medicine, Graduate School of Nursing, and Frank Batten Graduate School of Leadership and Public Policy operate on different academic calendars. Contact those schools for further information. In addition, Human Resources maintains a [Holiday Schedule](#) for employees.

NOTE: Calendars are proposed by the Provost's Office and approved by the University President.

	Orientation	Saturday, August 20 - Monday, August 22
	Courses begin	Tuesday, August 23
	Add/Drop/Withdrawal	Vary by school
	Reading Days	Saturday, October 1 - Tuesday, October 4
	<a href="#">Fall Convocation</a> <a href="#">Family Weekend</a>	Friday, November 4 - Sunday, November 6
<b>Fall Term 2016</b>	Thanksgiving recess	Wednesday, November 23 - Sunday, November 27
- <a href="#">Enrollment Information</a>	Courses end	Tuesday, December 6
- <a href="#">Add/Drop/Withdrawal Deadlines</a>	Reading Day	Wednesday, December 7
	<a href="#">Examinations</a>	Thursday, December 8 - Friday, December 16
	Reading Days	Sunday, December 11; Wednesday, December 14
	Fall degrees conferred	Friday, December 30 (no ceremony)
	Courses begin	Tuesday, January 3 - Friday, January 13 (with class on Saturday, January 7)
<b>January Term 2017</b>	Courses end	Friday, January 13
	Courses begin	Wednesday, January 18
	Add/Drop/Withdrawal	Vary by school
	Spring recess	Saturday, March 4 - Sunday, March 12
	Courses end	Tuesday, May 2
<b>Spring Term 2017</b>	Reading Day	Wednesday, May 3
	Examinations	Thursday, May 4 - Friday, May 12
	Reading Days	Sunday, May 7; Wednesday, May 10
	<a href="#">Final Exercises</a>	Saturday, May 20 and Sunday, May 21

Orientation	Saturday, August 19 - Monday, August 21
Courses begin	Tuesday, August 22
Add/Drop/Withdrawal	Vary by school
Reading Days	Saturday, September 30 - Tuesday, October 3 OR Saturday, October 7 - Tuesday, October 10
<a href="#">Fall Convocation Family Weekend</a>	TBA
Thanksgiving recess	Wednesday, November 22 - Sunday, November 26
Courses end	Tuesday, December 5
Reading Day	Wednesday, December 6
Examinations	Thursday, December 7 - Friday, December 15
Reading Days	Sunday, December 10; Wednesday, December 13
Fall degrees conferred	Friday, December 29 (no ceremony)

**January Term 2018**

Courses begin	Tuesday, January 2 - Friday, January 12 (with class on Saturday, January 6)
Courses end	Friday, January 12

**Spring Term 2018**

Courses begin	Wednesday, January 17
Add/Drop/Withdrawal	Vary by school
Spring recess	Saturday, March 3 - Sunday, March 11
Courses end	Tuesday, May 1
Reading Day	Wednesday, May 2
Examinations	Thursday, May 3 - Friday, May 11
Reading Days	Sunday, May 6; Wednesday, May 9
<a href="#">Final Exercises</a>	Saturday, May 19 and Sunday, May 20