

Admissions Criteria

ADMISSIONS CRITERIA

Undergraduate Admission Requirements

The general admission requirement is for students to have a Secondary (High) School Leaving Certificate or Diploma (12 years of education) or the equivalent qualifications (such as 5 GCE 'O' Levels with a grade of 'C' or above). Some programs have additional requirements in which case they are specified under the relevant program details.

At the undergraduate level, admission categories are as follows:

1. **Regular Admission:** This requires a High School Diploma or Secondary School Leaving Certificate with a grade of 75 out of 100, or equivalent qualifications, or a rank in the top 50% of the class. This status may be contingent on demonstrating a proficiency in English (GSCE or GCE 'O' level in English, TOEFL, ELTS with acceptable scores). Galen University requires all of its entering students to take an English Proficiency Test.
2. **Special Admission:** This category of admission may be offered to students who possess a Secondary School Leaving Certificate or High School Diploma but who do not have the stipulated grades or other requirements for regular admission. Such students may be eligible for special admission if they have relevant practical or personal experience, or other records of achievements, or show evidence of an ability to benefit from university education. Special Admission students may take regular credits, but load limits will apply until the time they establish their eligibility for regular enrolment. If you are interested in this route of admission, please contact the Office of Admissions (admissions@galen.edu.bz) for more details.

Transfer of Credits

Students can join the University on Regular Admission/Transfer Student Admission by submitting a credit evaluation application form to the Admissions Office, together with all the supporting documents (i.e. official transcript, course descriptions, college catalogues, etc.). A fee of \$30 USD is charged to assess transfer credits.

Students can gain **advanced standing** by:

- Transferring credits earned at other accredited colleges or universities (only courses with a grade of 'C' or above will be considered for transfer);
- Transferring credits on the basis of examinations from recognized examination bodies such as the GCE 'A' Level, CLEP, and GRE.

The official credit evaluation report may be completed prior to transfer, provided the student submits all necessary documentation.

Transfer students are required to complete at least 30 credits for the Bachelor Degree and 15 credits for the Associate Degree of Galen University, with a minimum cumulative grade point average GPA of 2.0.

Galen University offers innovative educational programs at the undergraduate, graduate, and professional level in business, arts and sciences, education, sports, and veterinary medicine. Study at our lush tropical campus or join us on-line for a range of programs in sports studies. **Take advantage of our International degree programs and our extensive agreements of cooperation with universities in the US, Europe, and elsewhere.** Galen University's mission is to provide excellent educational programs that allow students to achieve their dreams and goals. Our exciting learning environment will challenge and support you to do your best and ensure that you always excel, in learning and in life.

Please note that we are in the process of updating our site. If you have any query please email us at studentaffairs@galen.edu.bz.

Galen University encourages applications from a diverse group of prospective students. Our ideal student is one who is inquisitive, hardworking, honest, respectful of others and insightful about themselves. Galen University adheres to a policy of non-discrimination in the admission of students. Candidates for admission are considered without reference to race, religion, age, sex, sexual orientation, color, disability, national origin, marital status or political belief. Galen University students come from around the globe, bringing with them a diverse range of cultural and academic backgrounds and experiences. Galen University values the diversity of our student body.

Your first step in applying is to fill out the [application form](#). Indicate if you are applying for first year or transfer admission. Also decide which semester you would like to begin your studies. Galen University admits students in January, May, and September of each year, and offers a summer school. Students interested in Veterinary Medicine please visit the website of the School of Veterinary Medicine at www.galenvet.edu.bz and complete the relevant application form.

Your application file must be complete before the Admissions Committee will consider your application. It is the applicant's responsibility to begin the process in a timely manner so that the Galen University Office of Admissions receives transcripts, and all other documentation at least two weeks before the start of a session.

If you are an international applicant, you complete the same application form as other students. If your secondary and/or post-secondary school documents are not in English, you must submit notarized translations along with original documents. Contact the Office of Admission for information about how to do this. You may also need to submit scores from the CEEB Test of English as a Foreign Language (TOEFL) if English is not your primary language. If you do not have access to the TOEFL, please contact the Office of Admission about other testing options. Galen University's TOEFL code is 7974.

If you are interested in applying for financial assistance, you must apply at the same time you apply for admission. Please complete the [scholarship forms](#).

The following information will help you with the application process and if you have any unanswered questions, please contact us at admissions@galen.edu.bz

Applications for admission are processed on a rolling basis. Students are encouraged to apply at the earliest opportunity to allow ample time to complete the application process.

If you wish more information on scholarships in the graduate school program or the summer study programs for students abroad, you may contact us admissions@galen.edu.bz

Tuition and Fees

Tuition and Fees – Undergraduate and Graduate Programs

For the Fees of the School of Veterinary Medicine please [click HERE](#)

<u>PROGRAM</u>	<u>TUITION IN US DOLLARS</u>
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Undergraduate

Arts & Science	\$200 per credit hr.
Business	\$200 per credit hr.

Graduate

Graduate Studies	\$300 per credit hr.
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Distance Education

M. SS. (USSA)	\$400 per credit hr.
Ph.D. (USSA)	\$500 per credit hr.

<u>FEES</u>	<u>FEES IN US DOLLARS</u>
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Administrative Fee**	\$150
Application Fee	\$30 (payable once)
Transfer Assessment Fee	\$25 (required for transfer students)
International Student Deposit	*\$500 (refundable when the student leaves the University, upon completion of their studies)
Lab/field Fee	\$100 (per course with lab/field work)
Graduation Fee	\$150
Late Registration	\$100
Transcript Fee (3 free)	\$10 per transcript

Miscellaneous Fees

Returned check (1 st)	\$25
Returned check (>1)	\$40
Library Fees	See Library Policy

** The Administrative Fee includes fees for registration, student activities and technology.

*This is refundable at the end of your studies provided you leave Galen University in an official manner and without any visa, immigration or legal charges or outstanding issues.

Medical Insurance - Students are required to have medical insurance, with an expiration date at least a year in the future. Their coverage must include medical evacuation to their home country in case of an emergency and repatriation of remains in case of death. Proof of such insurance must be presented at registration. If you do not have this insurance, Galen University can enrol you in its medical insurance program.

Payment of Tuition and Fees

International students except Central American Students:

An international student deposit of US\$500 and a minimum tuition deposit of US\$6000 for undergraduate students OR US\$9000 for graduate students (counts towards your first two semesters' tuition - 30 credits) must be paid in order to receive a certificate of admission.

Students from Central America:

An international student deposit of US\$500 and a minimum tuition deposit of US\$3000 for undergraduate students OR US\$4500 for graduate students (counts towards your first semesters' tuition - 15 credits) must be paid in order to receive a certificate of admission.

DVM students: See www.galenvet.edu.bz website for payment of tuition and fees regulations.

Refund

The tuition deposit is fully refundable only if the visa is denied by the Belize Immigration Authorities. If a student chooses not to enrol at Galen University, a US\$500 administrative fee will be charged and the remainder of the tuition deposit will be refunded. The international student deposit is refundable when the student leaves the University, upon completion of their studies, provided the student leaves Galen University in an official manner and without any visa, immigration or legal charges or outstanding issues. If a student does not enrol at Galen University, the international student deposit will not be refunded.

Students who register but leave within the first semester, will lose full 1st semester's fees and the International Student Deposit of US\$500. The second semester fees, which were paid in advance, will be transferred to the student's home country bank account once they return to their home country.

All payments should be made in US Dollars, by means of a bank draft or by bank transfer.

For payment by credit card, please use the website: <http://www.galen.edu.bz>

Application checklist

GALEN UNIVERSITY

Before sending you file, please check that you have:

- Completed the application form
- Requested transcripts from every college or university you have attended
- Sent a copy of Bachelor's, and any other, degrees
- Requested TOEFL or other scores, as necessary
- Included a current resume
- Completed scholarship form (optional)
- Attached six (6) passport size photos
- Included a \$30 USD nonrefundable Application Fee
- If you feel a telephone interview may help your chances for admission, set up a date to be interviewed by the Office of Admissions via telephone (optional)
- Transfer students: included \$ 25 USD for assessment of transfer credits.

International Students

- **Obtain a police report for use in applying for travel documents**
- Obtain bank documents demonstrating that you (or your sponsor) have (has) the financial resources to support you for the duration of your study at Galen University.

- Pay the International Student Deposit of \$500 USD. This is refundable at the end of your studies provided you leave Galen University in an official manner and without any visa, immigration or legal charges or outstanding issues.
- Apply for a visa to enter Belize as required. If you do not know if you need a visa to enter Belize, please contact Galen University at admissions@galen.edu.bz
- Obtain international medical insurance or enrol in Galen University's medical insurance plan.

Send your completed application to:

**Galen University
Office of Admission
P. O. Box 177
San Ignacio, Cayo
Belize, Central America**

OR send the application electronically to admissions@galen.edu.bz and mail the other documents to the above address.

If you have any questions, please give us a call at +501-824-3226.

Financial Aid

Financial Aid Information

Galen University offers financial aid to full-time students, in the form of merit scholarships, needs based assistance, and on-campus work-study programs. All types of financial aid available are explained below:

Academic Merit Scholarship

a) Based on Previous Performance Students in their first year at Galen University may be eligible for financial assistance in accordance with the grades of their High School Leaving Certificate. Determination of the amount of the scholarship is based on high school grades. As a guideline only, students might receive up to 10% scholarship for an average grade of B+ or less, up to 30% for an average grade of A- to A, and up to 50% for an average of A+. Decisions on specific amounts are made by the Admissions Office on an individual basis.

b) Based on Academic Performance at Galen University Two regular semesters after the student first registers and every semester thereafter, scholarships will vary according to the student's performance at Galen University, as follows:

Cumulative GPA	Scholarship
4.0	50%
3.75-3.99	20%
3.50-3.74	10%

In order to be eligible for this type of scholarship, students must:

- (a) be full time;
- (b) have completed a minimum of 30 credits at Galen University;
- (c) have been registered in the previous semester.

Need-Based Assistance

Need based assistance is given in the form of a grant, to Belizean students only, regardless of academic performance, as follows:

- a) Students who come from large families (4 children or more) are eligible for a 15% grant.
- b) Families who have, during the same semester, more than one child as students at the University, are eligible for a 15% grant for every additional child.
- c) Students who face substantial problems. In such cases the amount of grant will depend upon the student's demonstrated need for assistance. Students interested in this type of grant must complete the "Application for Scholarship" form and submit it to the Admissions Office.
- d) This type of grant may be valid for one semester, for one academic year or for the whole duration of the student's program.

On Campus Work-Study Program

A limited number of part-time, on-campus jobs are available to students who have demonstrated exceptional potential in extra-curricular activities and academic performance. Students are compensated in the form of tuition reduction and/or wages. Available jobs are announced at the beginning of every semester and are posted on the main board of the University.

Notes

- (a) Scholarships are not applicable to fees other than tuition; summer tuition; or to the graduate (MBA/MA) and professional (DVM) programs.
- (b) Students who are eligible for more than one type of Financial Aid will be awarded the scholarship or grant constituting the highest amount (i.e. reductions will not be additive).

Galen University is committed to providing its students with a range of educational opportunities. To that end, the University has signed agreements with American and European universities to permit Galen University students access to the programs, and degrees, of those universities. The University will be expanding our affiliations with universities around the world. Watch this page for new academic opportunities.

[Fairleigh Dickinson University, New Jersey, U.S.A.](#)

PARTNERSHIP BETWEEN GALEN UNIVERSITY, SAN IGNACIO AND FAIRLEIGH DICKINSON UNIVERSITY, NEW JERSEY.

San Ignacio, Belize (August 24, 2003) — Galen University, San Ignacio, Belize, and Fairleigh Dickinson University, located in Teaneck, New Jersey, USA, across from New York City, have entered into an educational partnership. Students at Galen University will have the option to complete their bachelor's degree at FDU after spending their first two or three years of study at their home institution in San Ignacio, Belize.

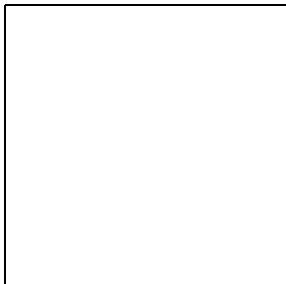
Fairleigh Dickinson University, one of New Jersey's largest private universities, is a non-sectarian, coeducational institution offering programs on the undergraduate, graduate and professional levels. Founded in 1942, the University maintains two major campuses in the northern New Jersey suburbs—in Teaneck and Madison—as well as a campus in England. Fairleigh Dickinson University is accredited by the Commission on Higher Education of the Middle States Association of Colleges and Schools and licensed by the New Jersey Commission on Higher Education.

To be admitted to Fairleigh Dickinson, Galen University students must successfully complete the appropriate course of study articulated by FDU for a specific degree program. Eligible students can also choose to enroll in a combined, accelerated degree program (a bachelor's and master's degree in just five years) by spending two years at Galen University followed by three years at FDU.

The agreement specifies the programs that will allow transfer credits. They are the B.S. in Accounting/M.S. in Accounting; B.S. in Business Management; B.S. in Economics and Finance; B.S. in Marketing; and B.A. in Individualized Studies with a specialization in business. To meet the Fairleigh Dickinson requirements, 75% of the delivery of business courses will be taught by participating faculty members. Some FDU faculty will teach in Belize and any international faculty that are hired must meet the criteria as defined by AACSB International — the Association to Advance Collegiate Schools of Business. AACSB is the premier business school accrediting body. Fairleigh Dickinson University's Silberman College of Business is accredited by AACSB. All Galen University students who continue their studies at Fairleigh Dickinson University are eligible for tuition grants. These grants can reach up to US\$7,500 annually for students possessing a Galen University GPA of 3.0 or higher on a 4.0 scale.

According to Dr. Christopher Capuano, Director, School of Psychology, Metropolitan Campus, who was instrumental in developing the agreement with Galen University, "this agreement will permit Fairleigh Dickinson to broaden its international student base to include more students from Central and South America. In addition, the relationship with Galen University will provide immediate opportunities for Fairleigh Dickinson faculty and students to take advantage of the rich and diverse culture, history and environment of Belize and neighboring countries. Plans to establish both short- and long-term study abroad programs in marine biology, archeology and other areas are currently underway."

Information concerning specific program requirements and courses for programs included in the agreement can be obtained by visiting <http://inside.fdu.edu/studyabroad/partners.html> and clicking on [More] under Galen University-Belize. Inquiries concerning application procedures, scholarships, and related matters should be directed to Dr. Nancy Adamson at Galen University (galenu@btl.net; Tel: +501 824-3226; Fax: +501 824-3723).



**INDIANA UNIVERSITY-PURDUE UNIVERSITY FORT WAYNE,
INDIANA**

**PARTNERSHIP BETWEEN GALEN UNIVERSITY, SAN
IGNACIO
AND
INDIANA UNIVERSITY-PURDUE UNIVERSITY FORT
WAYNE, INDIANA.**

San Ignacio, Belize (February 18, 2004) — Galen University, San Ignacio, Belize, and Indiana University – Purdue University Fort Wayne, Indiana, have signed an agreement for institutional cooperation.

Indiana University – Purdue University Fort Wayne, is a state-assisted university which serves Indiana's second largest city and the surrounding region. IPFW is privileged to be distinguished by two outstanding Big Ten schools – Indiana University and Purdue University – where students, faculty and staff take advantage of the best features and resources that these institutions have to offer.

The cooperation agreement between Galen University and Indiana University – Purdue University Fort Wayne, calls for collaboration in the exchange of faculty and students, development of a study abroad program for IPFW students to come to Galen University in Belize and the support of joint research programs. Furthermore, the agreement calls for exchange of scientific, technological information and expertise, and to create opportunities for students to participate in research activities and community service programs.

According to Steven T. Saratore, Associate Vice Chancellor for Academic Programs at Indiana University – Purdue University Fort Wayne, "This agreement is the first step towards developing what we hope will be a long and fruitful relationship. We are pleased to have the opportunity to establish an ongoing relationship with Galen University".

For further information on this partnership, contact Dr. Nancy Adamson at 824-3226

[Intercollege, Nicosia, Cyprus](#)

Intercollege and Galen University have entered into a credit transfer agreement. All credits earned at either institution are accepted by the other. Galen University students can enroll in the joint Intercollege/Galen program and at the end of their degree program will have the choice to receive an Intercollege degree. Students in this program might also choose to go to Cyprus and study at Intercollege for part of their education, or transfer into one of the many academic programs offered there. Another advantage of this program is that if you apply to any other university (American, British or European) you can do so as an Intercollege student, thus taking advantage of its twenty-year reputation and contacts with many American, British and European universities. For more information contact admissions@galen.edu.bz.

[United States Sports Academy, Alabama, U.S.A.](#)

SPORTS STUDIES

Galen University and the United States Sports Academy have an agreement that allows students to enrol in the online Sports Studies programs and complete their chosen course of study by distance learning. The main campus of the United States Sports Academy is in Daphne, Alabama. Founded in 1972 as an independent, special mission graduate school of sport, the role of the Academy in higher education is to prepare men and women for sports professions in the areas of sport management, sport coaching, recreation management and sport studies. The Academy has the largest sport graduate program in the U.S. and also has certificate and continuing education programs.

To learn more about this please [click here](#).

[University of Indianapolis](#)

University of Indianapolis

Galen University and the University of Indianapolis have entered into an Articulation of Course Equivalency agreement, signed on March 1, 2004. The University of Indianapolis reviewed the course syllabi of a range of Business and elective courses offered at Galen University and have agreed to recognize and grant transfer credit and course equivalency for those courses. This will allow students to make an easy transition should they choose to transfer to the University of Indianapolis (www.uindy.edu) and allow U of I students to come to Galen for a study abroad experience.