



## **POLICY: ADMISSIONS**

### ***Admissions Requirements noted below apply to both the Master of Science in Oriental Medicine and Master of Science in Acupuncture Programs***

1. Completion of the online application for admissions and payment of \$100 Application Fee.
2. Satisfactory completion of at least two academic years (60 semester credits/90 quarter credits) of education at the undergraduate level with a grade of "C." Verification of the satisfactory completion will be determined through the receipt of official transcripts confirming the academic requirements for program admissions. Specifically:
  - a. Official Transcripts must be received in sealed envelopes directly from the student's previous academic institution within the first quarter of enrollment. Students will not be allowed to continue beyond the first quarter without VUOM having received official transcripts documenting the student has met the academic program requirements.
  - b. Candidates with foreign education, or education completed outside of the U.S., must submit an official foreign credential evaluation. Official sealed foreign credential evaluations must be submitted directly to the University. Without official credentials, VUOM cannot transfer or evaluate student credit from overseas.
3. Verification of English Proficiency: If English is not the student's first, native language, the student is required to submit official scores from an English proficiency examination, regardless of citizenship. The English language Proficiency requirement may be fulfilled through any one of the following options:
  - a. English Language Competency (TOEFL): TOEFL Score of at least 61 iBT (which also requires a minimum speaking exam score of 26, and a minimum listening exam score of 22). For programs in the Chinese and Korean languages, a TOEFL Score of at least 45 iBT (which also requires a minimum speaking exam score of 18 and a minimum listening exam score of 15) must be achieved before entering the clinical education portion of the degree program. Also, at the discretion of the Academic Dean, a student may be accepted into the program if a student successfully meets the total iBT score but happens to fall below an individual segment score, or a level 6 IELTS exam score,

**OR**



# Virginia University of Oriental Medicine

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Website: [www.vuom.edu](http://www.vuom.edu)  
Fax: (703) 323-5692

- b. Satisfactory completion of at least two academic years (60 semester credits/90 quarter credits) of education at the undergraduate level in English, OR achievement of a post-secondary degree from an institution accredited by an agency recognized by the U.S. Secretary of Education.
4. Submissions of a 300-word essay answering the questions “What Inspired You to Apply for Acupuncture and Oriental Medicine School?”
5. Complete an interview with the Academic Dean or Director of Admissions
6. Transfer students only: Submit official publications, including proof of the completed number of clinical treatments from a previous acupuncture and Oriental Medicine school. Also, submit a catalog containing course descriptions of the courses requested for transfer credits and course syllabi for those courses you wish to gain transfer credits.

## ***Additional Requirements for International Student Admissions***

VUOM issues I-20 forms to international students. As a result, each prospective international student must contact the Office of Admissions regarding preparation of the student VISA.

After processing your completed application, the Admissions Office will inform you of its decision. It is wise to start the process well in advance of the term for which you are applying. After this time, students may be admitted only as time and space permit. Any questions about applications, important dates or any other part of the admissions process should be directed to:

- Attn: Office of Admissions
- Virginia University of Oriental Medicine
- 9401 Mathy Drive Suite 101
- Fairfax, VA 22031
- [admissions@vuom.edu](mailto:admissions@vuom.edu)

## ***International Students - Financial Statement Requirement***

International applicants must submit financial statements showing evidence of financial support to attend school full-time. Original (not copies) bank verification of funding must substantiate financial statements. The statement must be original and on the institution's letterhead/stationery. All documentation must be dated within 3 months of the date of initial enrollment at VUOM. The Office of Admissions has provided you with an estimate of annual educational and living expenses for international students for an academic term. You must document financial support



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equal to or greater than this amount. This estimate is subject to change without notice and will usually increase each year.

## International Student Visa Information

Most full-time students must enter the US on a student (F-1) visa. VUOM can issue the Form I-20 for eligible students. All F-1 students are entered into the computerized Student and Exchange Visitor Information System (SEVIS), which monitors the immigration status of international student. Details of requirements to obtain the Form I-20 and student visa are in the [How to Apply for Program Admissions](#) section below. Students should carefully follow proper immigration procedures in order to maintain legal status in the US. Students on other visas may be eligible to study full-time or part-time, depending on the visa. Contact the Admissions Office or any US Embassy or Consulate for more information.

## How to Apply for Program Admissions

Mailing Address for Application Items:

- Attn: Office of Admissions
- Virginia University of Oriental Medicine
- 9401 Mathy Drive Suite101
- Fairfax, VA 22031
- [admissions@vuom.edu](mailto:admissions@vuom.edu)

In order to apply for one of our programs, the student must visit our website, [www.vuom.edu](http://www.vuom.edu), and click "Online Application." Then a link to the online application will be sent to the applicant. The required documents and the application steps are as following:

1. Complete the Online Application Form, including credit card payment (Visa, Master, Diner's Club or Discover) for \$100 non-refundable application fee.
2. Submit a photocopy of the valid I.D. online.
3. Mail an official transcript of your Bachelor's degree. If the degree was awarded outside of the United States, submit an original copy of foreign credit evaluation from an agency approved by National Association of Credential Evaluation Services (NACES).
4. Submit proof of English proficiency, if applicable.
5. Submit a 300-word essay about "What Inspired you to Apply for Oriental Medicine School?"
6. If you are a transfer student, submit any official publications (and proof of the completed number of treatments in clinic if transfer credits in clinic requested) from the previous school that contain course descriptions of the courses



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requested for transfer credits. If the information is inadequate, VUOM would request a copy of course syllabi.

7. Additional Application Requirements for International Students
  - a. Submit an original copy of Passport.
  - b. Submit an original copy of a bank statement with the minimum balance. The date of the statement should be less than 3 months from the date of the application. If the statement is not under the student's name, submit the Affidavit of Support Form signed by the sponsor.
  - c. If you are a transfer student from other institution in the United States, submit an original copy of VISA, I-94 and ALL Form I-20 from previous schools.

### SEVIS Payment

For Information on payments, please contact the Student & Exchange Visitor Information System at 1-800-892-4829 or go to the official Website of the U.S. government at <https://egov.ice.gov/sevis/>

### Personal Interview at the U.S. Embassy

After receiving the I-20 and making the SEVIS payment, each student must make an appointment for a personal interview at the nearest US Embassy or Consulate. Students should be prepared to explain their study plans and show evidence of intention to return home upon completion of the program. If approved, the F-1 visa is issued. For more information on visa issuance, please consult the United Citizenship and Immigration Services (USCIS) website (<http://www.uscis.gov>).

### When to Apply

For students requiring an I-20 Form and F-1 student visa, we recommend applying at least ten (10) weeks before the beginning of the study term. For 10-week students not requiring student visas, we recommend applying at least 6 weeks before the beginning of the study term.

### Additional Requirement upon Arrival

All new students must come to the VUOM office before the beginning of the study term to complete the final registration and to attend new student orientation. Students will need to bring their passport (international students only) or a photo ID card (U.S. resident only).

### Notification of Acceptance for Admissions

When the applicant is accepted for admissions and given final approval by the Director of Admissions, the candidate is sent an acceptance package, which includes:

- Acceptance letter
- Summary of transfer credit (if applicable)
- Enrollment Agreement



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- Any additional admissions forms

The Office of Admissions receives and processes all applications. All admission documents filed to the University become the property of the University and will not be returned to the student.