Admission Requirements

High School Transcript

Candidates for admission must have completed a minimum of 16 units of secondary school work including four in English, three in college preparatory mathematics, and at least one each in history and laboratory science. Two years or more in one foreign language are also required. Additional units in the five core subject areas (English, history, math, lab science, and foreign language) are highly recommended.

The applicant must have the secondary school send to the Office of Admission an official transcript of work completed and courses in progress. Students who have taken work at another college or university must provide a statement describing the work and an official transcript from the institution must be sent directly to Richmond’s Office of Admission.

Standardized Testing

All candidates must take the SAT or ACT for admission; results from either exam will fulfill Richmond’s testing requirements. Should students choose to take the SAT more than once, we will evaluate the highest individual critical reading, math and writing scores. If candidates take the SAT and the ACT, we will use the score that gives the student the greatest advantage in the process. Test scores must be sent directly from the testing service.

The SAT was changed in March 2005 to include three sections graded on an 800-scale: critical reading (replacing the verbal section), math and writing (new as of 2005). With the advent of this new SAT exam, the University no longer requires SAT-II subject tests.

Recommendation Letter

Richmond requires a recommendation letter from the secondary school Guidance/College Counselor or Principal/Head Master. Although we only require one recommendation from the counselor or principal, students may choose to send an additional one or two teacher recommendation letters.

Application

Richmond applicants use the Common Application. We are one of over 300 selective colleges and universities nationwide that participate in the Common Application Program. Students can obtain the Common Application from their Guidance Counselor’s office or from the Web, and they may apply to any number of institutions on this list by completing the application and reproducing it as necessary. Students can submit the application electronically or print it and mail it directly to the Office of Admission. In addition to the Common Application, students must also submit the Richmond Supplement.
Early Decision

The Early Decision plan is designed for well-qualified students in their senior year who have selected the University of Richmond as their first choice college. Applicants must file an Early Decision Contract (found at richmond.edu/forms) with their admission materials. Early Decision is a binding admission option whereby students agree to attend Richmond if admitted. There are two deadlines for Early Decision: one in the fall and the other in the winter. Students may apply through either binding Early Decision deadline. If students are concerned about finances, the Financial Aid Office will provide an estimated financial aid package before the Early Decision application is submitted.

Trustee Scholarship

Trustee Scholarships of up to $15,000 are awarded annually to Fall Early Decision applicants who have achieved outstanding high school records in a highly rigorous curriculum and have earned superior standardized test scores. The scholarships are renewable for up to eight consecutive semesters of full-time enrollment. To be considered, students must submit a complete admission application, including a signed Early Decision Contract, by November 15. No separate application is required.

Richmond Scholars

We encourage all applicants to submit their completed admission application materials by December 1st to receive consideration for the Richmond Scholars merit-based scholarships. The deadline precedes the Regular Decision deadline, but is not binding. There is no special scholarship application that students must complete.

Regular Decision

Regular Decision is for all Richmond applicants who prefer not to make an Early Decision commitment to one school. After receiving admission notification from Richmond in early April, admitted students will have a month to decide whether to attend Richmond.

Reply Date

Candidates offered admission must confirm their decision to enroll by submitting the required non-refundable deposit by May 1.