

## 1. VISIT [ADMISSIONS.USF.EDU/APPLICATION](https://admissions.usf.edu/application)

Go to [admissions.usf.edu/application](https://admissions.usf.edu/application) to access the USF application.

## 2. SELECT DEGREE TYPE

On this page, select your degree type. If you are an incoming freshman or transfer student, click “BACHELOR’S DEGREE.”

## STEP 3: SELECT MAJOR

Next, select your major from the drop-down menu. Once you make your selection, the campus locations that do not offer that program will be grayed out.

## STEP 4: GO TO APPLY

Select your desired campus and your method to apply. You can apply through the USF VZ Application or the Common App. To apply through the USF VZ Application, select “APPLY NOW.” You will receive a pop-up notice explaining that you’ll be directed to the USF VZ Application and a reminder to select the appropriate campus. Click “CONTINUE.”

## STEP 5: START YOUR APPLICATION

To start your application, create an account. Enter your first and last name as written on your official transcripts, an email address you want associated with your application, and a password that you can remember. Keep your password written down somewhere safe so you can log back in.

## STEP 6: ENTER YOUR PERSONAL INFORMATION

Once you have created an account, enter your personal information.

## STEP 7: INDICATE CITIZENSHIP

Indicate your citizenship. If you do not know or don’t have a Social Security number, you can leave that blank. If you do have a Social Security number, we strongly encourage you to list that number on your application. If you do not provide your Social Security number on your application, you will have to submit a copy of your Social Security card to the Office of Admissions at a later date. If you are not a U.S. Citizen or U.S. Permanent Resident (Green Card holder) and you do not see your

visa type or immigration status, please select other/unknown. If you are admitted, USF’s International Services Office will work with you to confirm your status.

## STEP 8: ACADEMIC INTERESTS

When providing your academic interests, indicate that you are applying as an undergraduate. Additionally, you will note which student type you are applying for (such as freshman, transfer, former USF student returning, or second degree), the semester you would like to start, and which campus you plan to attend.

## STEP 9: SELECT PROGRAM

Select the program you would like to begin. Make sure this program is offered at the campus you have selected. You then have the option to add another campus or major preference, if you wish to do so. The final section of this page is “USF Information” where you will indicate if you have ever attended a USF institution or have any immediate family members who have attended or graduated from USF.

## STEP 10: DESCRIBE EDUCATIONAL HISTORY

Provide information regarding high school and any other schooling you had. The final section of this page is the foreign language entrance requirement. Please keep in mind that you will not need to provide personal statements, a list of extracurricular activities, resumes, or essays. Students who have attended high school outside the US are encouraged to submit copies of the international transcripts to [international@usf.edu](mailto:international@usf.edu). When you are done with this section, click “Save and Continue” to advance.

## STEP 11: REVIEW STANDARDIZED TESTING

You will not need to enter any information on this page, but it will provide instruction about official test scores. SAT and ACT subject tests and writing sections are not required for admissions purposes.

**SAT Code:** 5828 | **ACT Code:** 0761

## STEP 12: PROVIDE CONDUCT INFORMATION

Fill out any **conduct transgressions** that you have been involved in.

### STEP 13: PROVIDE MILITARY INFORMATION

Fill out any U.S. military information you have, then continue to the next page.

### STEP 14: ENTER RESIDENCY INFORMATION

Select the residency choice that matches you. Depending on what you choose, you may need to provide residency information – usually using your parent or guardian’s info – on the following page. Any undergraduate student under the age of 24 is automatically considered dependent by the State of Florida unless additional documentation is provided. Students and claimants who are Non-U.S. Citizens are required to submit documentation to verify permanent resident or visa status IN ADDITION to documentation required for in-state status. Make sure you have accurate and up-to-date **documentation that the state of Florida** accepts when determining your residency status.

### STEP 15: COMPLETE SUPPLEMENTAL INFORMATION

Fill out any information on the supplemental page.  
Click “Save and Continue.”

### STEP 16: REVIEW INFORMATION

You have now reached the final page of the application! Review all of the information on this page to ensure that it is accurate.

If you need to go back to make changes, tab to the section that you want to edit and save when you’re done. Then review your information to submit again.

At the bottom of the page, please type your full name and click “Save and Submit Application.”

If there are any changes to your application or information after you have submitted your application, please visit your **Application Portal** to submit an Application Addendum Form.

### AFTER YOU SUBMIT

Your next step is to submit your required documentation, including test scores, Student Self-Reported Academic Record/transcripts and residency.

Additionally, request submissions for any AP/IB/CLEP/AICE exams you have taken. Test scores must be sent directly to USF from the testing agency. Our SAT code is 5828, and our ACT test code is 0761.

#### U.S. FRESHMAN STUDENTS:

If you completed all four years of high school at a U.S. institution, you will need to fill out the Student Self-Reported Record via link sent to your email or found in your Admissions Portal.

If you completed any year of high school at an institution outside of the U.S., you will need to submit high school transcripts instead of the Student Self-Reported Academic Record.

You can find more details on the Student Self-Reported Academic Record at [admissions.usf.edu/SSAR](https://admissions.usf.edu/SSAR)

#### TRANSFER STUDENTS AND INTERNATIONAL FRESHMAN STUDENTS

Request transcripts to be submitted from each school you have attended — this includes official high school transcripts, official college transcripts from dual enrollment courses and official transcripts from any college attended.

If this option is not available, official transcripts should be mailed to the following address:

University of South Florida  
Office of Admissions  
4202 E Fowler Avenue, SVC 1036  
Tampa, FL 33620

To submit residency documentation and other supplemental documentation, use the USF NetID number provided to you in an email to activate your USF NetID. You will then use it to log in and submit your documentation through the **USF Admissions Portal**.

### CONTACT USF’S OFFICE OF ADMISSIONS

**Email:** [admissions@usf.edu](mailto:admissions@usf.edu)

**Phone:** 813-974-3350