



RECRUITMENT AND ADMISSIONS POLICY

The SUMMA University Student Recruitment and Admissions Policy ensures that:

- Opportunities are developed to allow access and progress to graduate studies.
- Selection is based on clearly specified criteria.
- No candidates are excluded from entry to a program based on religious belief, political opinion, racial group, gender, age, marital status, sexual orientation, or disability.

Admissions Regulations: The Student Recruitment and Admissions Policy complies with all regulations established at SUMMA University, and any applicable local or state regulations.

Principles of Selection: SUMMA University admits students who have the potential to complete their program of study and benefit from the graduate programs offered. The University transparently communicates its admissions procedures and publishes all applicable criteria. Admission to the University is based on meeting academic criteria, relevant experience, and financial resources to pay for the program.

Selection Criteria: The selection criteria are considered carefully to ensure that the assessment of all applicants is fair and transparent. Selection criteria are reviewed regularly to ensure their continued relevance in identifying qualified students. Evidence may be gathered through a variety of means including interview, tests, reference or the assessment of previous employment experience or academic background.

SUMMA University offers its programs only in Spanish. To meet the admission requirements, students must confirm in their Enrollment Agreement and submit evidence that confirms they meet one of the following criteria:

1. The student has earned a bachelor's degree from an institution where the primary language of instruction is Spanish.
2. The student is a resident or citizen of a Spanish-speaking country.
3. The student has successfully completed a Spanish-language proficiency test as required by the University.

Admission Requirements: All students wishing to be considered for admission to a SUMMA University graduate program must complete the application and meet the following requirements:

- A **Baccalaureate Degree** (4-year undergraduate degree) or its equivalent from an institution accredited by an agency recognized by the US Department of Education or the Council for Higher Education Accreditation (or its international equivalent). Students must submit official transcripts received by SUMMA University directly from the sending institution.



- **Résumé:** All applicants must submit an updated professional résumé, which must outline relevant work experience and, where applicable, including detailed information on managerial roles.
- **Valid government-issued ID** from your country of origin or country of residence.
- Meet with an International Academic Advisor, who can be contacted via email at admissions@summauniversity.us or by phone at +1 (786) 885-5188.
- Pay a non-refundable Registration Fee* of \$100 USD (due at the time of enrollment).

Language Requirements

SUMMA University students whose native language is not Spanish must demonstrate college-level proficiency in Spanish through one of the following for admission:

1. A Bachelor of Arts in Spanish completed at an accredited higher education institution (or its international equivalent).
2. Official documentation of an earned degree from an appropriately accredited institution where Spanish is the principal language of instruction.
3. A transcript indicating completion of at least 30 semester credit hours with an average grade of "C" or higher at an appropriately accredited institution where Spanish is the principal language of instruction.
4. A minimum B-2 Spanish proficiency level on the Diplomas de Español Como Lengua Extranjera (DELE: Diploma of Spanish as a Foreign Language) test. See Cervantes Institute for more information.
5. A minimum Spanish proficiency score on the Servicio Internacional de Evaluación de la Lengua Española (SIELE: International Spanish Language Evaluation Service) test as follows. All four modules of the SIELE test must be taken and the student must earn at least the scores indicated below. See siele.org for more information.
 - a) Reading Comprehension – At least 178
 - b) Listening Comprehension – At least 164
 - c) Written Expression and Interaction – At least 167
 - d) Oral Expression and Interaction – At least 176
6. 95 on the Duolingo Spanish Test
7. A minimum B-2 Spanish proficiency level identified within the Common European Framework of Reference (CEFR) standards and assessed through any other Spanish proficiency examination (if using a test not named above, please confirm potential acceptance with institution staff).

The applicant may request consideration for transfer credits as per the Transfer Policy (See Section 6.5 Transfer of Credits of this Catalog for details) for equivalent graduate level coursework successfully completed previously at another institution.



SUMMA University reserves the right to deny admission to any applicant based on their overall application.

Disclaimer: Students who move outside the state of Florida are required to communicate their planned/new address of residence to SUMMA University right away. Students may not be able to continue their program with SUMMA University upon leaving Florida, based on the higher education licensure, approval, and/or regulatory requirements in place in each respective State or Territory.