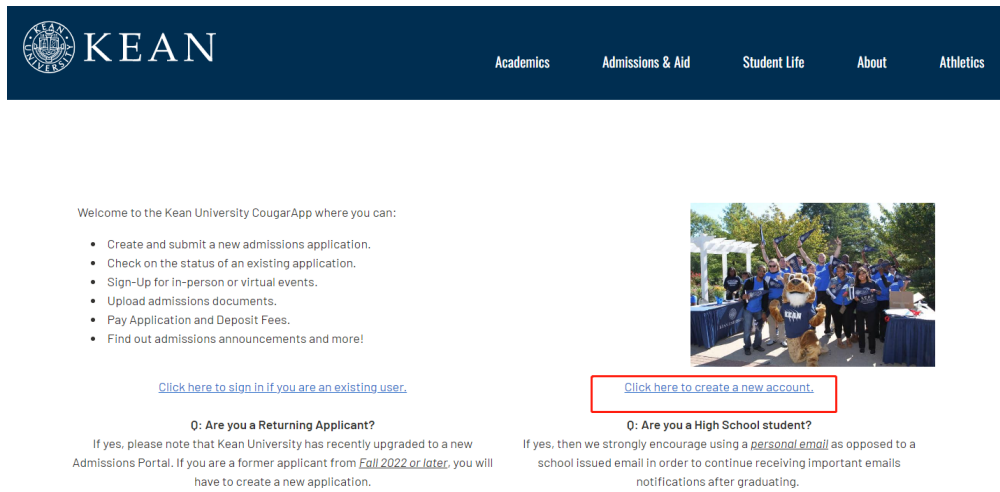


Kean University Online Application Portal Manual 2023

STEP 1: Create a New Account



Welcome to the Kean University CougarApp where you can:

- Create and submit a new admissions application.
- Check on the status of an existing application.
- Sign-Up for in-person or virtual events.
- Upload admissions documents.
- Pay Application and Deposit Fees.
- Find out admissions announcements and more!

[Click here to sign in if you are an existing user.](#)

0: Are you a Returning Applicant?
If yes, please note that Kean University has recently upgraded to a new Admissions Portal. If you are a former applicant from *Fall 2022 or later*, you will have to create a new application.

0: Are you a High School student?
If yes, then we strongly encourage using a *personal email* as opposed to a school issued email in order to continue receiving important emails notifications after graduating.

[Click here to create a new account.](#)

Click “**Click here to create a new account**” to create a new account.

STEP 2: Register, Login, and Set Password

Register

To register for an account, please enter the information requested below.

Email Address

First Name

Last Name

Birthdate

[Continue](#)

Login

A temporary PIN has been sent to your email address. If you do not receive this message in the next few minutes, please check your junk mail folder.

Email [switch](#)

Account Wang, Xiaoming

Temporary PIN

Birthdate

[Login](#)

Set Password

To protect the security of your account, please specify a new password. The password must meet complexity requirements.

New Password

New Password (again)

- ✓ At least one letter
- ✓ At least one capital letter
- ✓ At least one number
- ✓ Be at least 12 characters
- ✓ New passwords must match

[Set Password](#)

STEP 3: Start New Application

Xiaoming Wang Logout

Profile Events Resources

Your Applications

Type	Major	Status	Started	Submitted
You have not yet started an application using this account.				

- A **FRESHMAN / FIRST-YEAR** is an applicant who has a high school diploma (or equivalent) and has not attended another college/university after high school graduation.
- A **TRANSFER** is an applicant who has been enrolled in a regionally accredited college or university after graduating from high school. Additionally, those applicants seeking a second bachelor's degree should also complete this application.
- A **RE-ENROLLMENT / READMIT** is a student who was previously enrolled at Kean University, and have not attended Kean for two or more consecutive semesters.
- A **GRADUATE** is an applicant who has a bachelor's degree and is seeking a graduate degree.
NOTE For Fall 2022 Teaching Holocaust & Prejudice Reduction (Post-Bac Certificate) app please click [HERE](#), create account, complete and submit app.
- The **CAS SUPPLEMENTAL APPLICATION** is for applicants applying to Doctor of Physical Therapy, Physician Assistant Studies, Speech-Language Pathology (SLPD & MA), Occupational Therapy (OTD & MS), or Doctor of Psychology programs ONLY. This should be completed along with the CAS application; please consult grad.kean.edu for further information.
- A **NON-MATRICULATED APPLICATION** is for Undergraduate and Graduate visiting students, or special population programs and Senior Citizens. Please visit [Registration Information](#) for further information.
NOTE For Fall 2022 non-matriculated app please click [HERE](#), create account, complete and submit app.
- A **HIGH SCHOOL PARTNERS APPLICATION** is for current high school students partaking in an existing Kean University affiliated partnership.
NOTE For Fall 2022 High School Partners app please click [HERE](#), create account, complete and submit app.

Start New Application

Start New Application

You can start a new application here. Be advised that our system may not allow the creation of a new application based on your Academic Level, Student Type, Start Term, or major of interest.

Application Type

Kean University 2023 Application Cycle

- 2023 WKU Application
- First-Year Student Application
- Transfer - Spring 2023 Application
- Transfer - Fall 2023 Application
- Re-Enrollment/Readmit - Spring 2023 Application
- Re-Enrollment/Readmit - Fall 2023 Application
- Graduate - 2023 Application
- CAS Graduate - 2023 Supplemental Application
- Non-Matriculated/Visiting - Spring 2023 Application
- Non-Matriculated/Visiting - Fall 2023 Application
- High-School Partners - 2023 Application
- 2023 WKU Application

Create Application

Select "2023 WKU

Application" to create application.

Do not select "Graduate -2023 Application".

Start New Application

You can start a new application here. Be advised that our system may not allow the creation of a new application based on your Academic Level, Student Type, Start Term, or major of interest.

Application Type

Kean University 2023 Application Cycle

2023 WKU Application

Create Application Cancel

STEP 4: Personal Background

Xiaoming Wang Logout

- Personal Background
- [WKU Academic Intent](#)
- [Kean Academic History](#)
- [Test Scores](#)
- [Recommendations](#)
- [Additional Information](#)
- [Signature](#)
- [Review](#)
- [Application Management](#)

Kean App Bio Demo Page

Name

Legal First Name* (as displayed on official documentation)

Middle Name

Legal Last Name* (as displayed on official documentation)

Preferred First Name

Other/Previous Last Name (please list any previous last names that may be represented in official documentation)

Permanent Address

Street 1	City	State/Region	ZIP Code	Country
----------	------	--------------	----------	---------

[Add New](#)

Contact Information

Email Address*

Home Phone Number

Cell Phone Number*

Do you consent to Kean University contacting you via text for updates to your application, events, and other important updates/news?

- Yes
- No

Biographical Information

Birthdate*

Sex Assigned at Birth*

Gender Identity

Citizenship Information

Citizenship*

Dual-Citizenship

Language Spoken at home

U.S. Permanent Resident

Status/Visa Type*

Visa Expiration

For "Cell Phone Number", please enter country calling code before the phone number. For instance, China Country Code is "+86".

For "Status/Visa Type", you might select "I do not hold a U.S. non-Immigrant Visa" if you are Chinese and do not hold a U.S. Visa.

STEP 5: WKU Academic Intent

[Personal Background](#)

WKU Academic Intent

[Kean Academic History](#)

[Test Scores](#)

[Recommendations](#)

[Additional Information](#)

[Signature](#)

[Review](#)

[Application Management](#)

WKU Academic Intent

Intended Start Term*

Student Type*

Admission Type*

Campus

Location*

Preferred Academic Program

Preferred Specialization*

- Masters**
- Architecture (M.Arch.)
- Architecture 3 Year Degree Option (M.Arch)
- Biotechnology Science (M.S.)
- Business Administration-Global Management (M.B.A.)
- Computer Information Systems (M.S.)
- Educational Administration-School Business Administrator (M.A.)
- Instruction & Curriculum-Teaching English as a Second Language (M.A.)
- Psychology-Human Behavior and Organizational (M.A.)

UG

- Nursing (R.N to B.S.N.) via Nursing Pathways Program

[Personal Background](#)

WKU Academic Intent

[Kean Academic History](#)

[Test Scores](#)

[Recommendations](#)

[Additional Information](#)

[Signature](#)

[Review](#)

[Application Management](#)

WKU Academic Intent

Intended Start Term*

Student Type*

Admission Type*

Campus

Location*

Preferred Academic Program

Preferred Specialization*

- Doctorate**
 - Doctor of Educational Leadership (Ed.D.)
- UG**
- Nursing (R.N to B.S.N.) via Nursing Pathways Program

STEP 6: Kean Academic History

- [Personal Background](#)
- [WKU Academic Intent](#)
- Kean Academic History**
- [Test Scores](#)
- [Recommendations](#)
- [Additional Information](#)
- [Signature](#)
- [Review](#)
- [Application Management](#)

Kean Academic History

Academic History			
School Type/Level of Study	school_name	School Region	School Country
Add New			
Continue			

Academic History ✕

Institution

CEEB

Country

City

Region

Start Date

End Date

Level of Study* (required)

Degree or Expected Degree Type*

Graduation Date

GPA

GPA Scale (e.g., 4.0, 4.3, 5.0, 15, 100.)

Do not recalculate GPA, and do not report if not printed on transcript. Please note that Kean University will determine an official GPA on the 4.0 unweighted scale.

Language Yes, English is the primary language of instruction at this institution.

Credit Hours Completed

Credit Hours Pending

Save **Cancel**

- [Personal Background](#)
- [WKU Academic Intent](#)
- Kean Academic History**
- [Test Scores](#)
- [Recommendations](#)
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- [Signature](#)
- [Review](#)
- [Application Management](#)

Kean Academic History

Academic History			
School Type/Level of Study	school_name	School Region	School Country
Add New			
Graduate	King's College London	Greater London	United Kingdom
Undergraduate	Wenzhou-Kean University	Zhejiang	China
Continue			

STEP 7: Test Scores

Xiaoming Wang [Logout](#)

- [Personal Background](#)
- [WKU Academic Intent](#)
- [Kean Academic History](#)
- Test Scores**
- [Recommendations](#)
- [Additional Information](#)
- [Signature](#)
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- [Application Management](#)

Test Scores

Date ▲	Type	
		Add Test
02/03/...	Duolingo English Test (160-point scale)	Edit

[Continue](#)

STEP 8: Recommendations

Xiaoming Wang [Logout](#)

- [Personal Background](#)
- [WKU Academic Intent](#)
- [Kean Academic History](#)
- [Test Scores](#)
- Recommendations**
- [Additional Information](#)
- [Signature](#)
- [Review](#)
- [Application Management](#)

Recommendations

Name	Status

[Add Recommender](#)

[Continue](#)

Add Recommender

Format To be submitted electronically by the recommender. To be mailed by the recommender. [Print Paper Recommendation](#)

Prefix

First Name

Last Name

Organization

Position/Title

Relationship

Telephone

Email

Note: Use your recommender's institutional or corporate email address. Submissions from anonymous email addresses (Gmail, Hotmail, Yahoo) may be subject to additional review.

Your name will be displayed to recommender as:
Xiaoming Wang [Change](#)

[Send To Recommender](#) [Cancel](#)

STEP 9: Application Additional Information

- [Personal Background](#)
- [WKU Academic Intent](#)
- [Kean Academic History](#)
- [Test Scores](#)
- [Recommendations](#)
- Additional Information**
- [Signature](#)
- [Review](#)
- [Application Management](#)

Application Additional Information

Disciplinary and Conviction History**

Disciplinary History

Have you ever been found responsible for a disciplinary violation at any educational institution you have attended from the 9th grade (or the international equivalent) forward, whether related to academic misconduct or behavioral misconduct, that resulted in a disciplinary action? These actions could include, but are not limited to: probation, suspension, removal, dismissal, or expulsion from the institution. *

Conviction History

Have you ever been adjudicated guilty or convicted of a misdemeanor or felony? Note that you are not required to answer "yes" to this question, or provide an explanation, if the criminal adjudication or conviction has been expunged, sealed, annulled, pardoned, destroyed, erased, impounded, or otherwise required by law or ordered by a court to be kept confidential. *

Application Fee Promotion Code Entry

Do you have a promo code provided by Kean University?

Continue

For "Application Fee Promotion Code Entry", you can enter the **fee waiver code** got from WKU application system.

STEP 10: Signature

- [Personal Background](#)
- [WKU Academic Intent](#)
- [Kean Academic History](#)
- [Test Scores](#)
- [Recommendations](#)
- [Additional Information](#)
- Signature**
- [Review](#)
- [Application Management](#)

In place of your signature, please type your full legal name:

Confirm

STEP 11: Review

- [Personal Background](#)
- [WKU Academic Intent](#)
- [Kean Academic History](#)
- [Test Scores](#)
- [Recommendations](#)
- [Additional Information](#)
- [Signature](#)
- Review**
- [Application Management](#)

Review

If you are satisfied with your application and are ready to submit it, click **Submit Application**.

Submit Application

Save for Later

STEP 12: Upload Materials

2023 WKU Application App Management Profile Events Resources

2023 WKU Application Information

Application Checklist

Status	Details	Date
✘. Awaiting	English Language Test Scores (DuoLingo/IELTS/TOEFL)	
✘. Awaiting	Foreign Transcript Evaluation	
✘. Awaiting	Recommendation from Long Lin, Wenzhou-Kean University In progress as of 10/24/2022.	

To re-send notification emails to your recommenders, re-visit the [recommendations page](#), click "Edit", and then click "Send Reminder".

Upload Materials

To submit documents that we have requested, please select the document type below and upload a Word document, PDF, or scanned image file. If we have not requested that you submit documents to us, you may disregard this.

We have received the following documents from you:

- 10/24/2022 11:31 PM - Dreamer Affidavit
- 10/24/2022 11:30 PM - Dreamer Affidavit

未选择任何文件

Materials under “**Application Checklist**” shall be sent to **Kean University-Graduate Admissions Office by a third institution.**

Other materials, such as CV and PS, shall be uploaded by applicants by clicking the button under “Upload Materials”.

STEP 13: Check the WKU Graduate Application System for Further Notification