

UNDERGRADUATE ADMISSIONS AND RESIDENCY

Admissions Policies and Procedures

General Admission Policies

The Utah State University admission policy is designed to admit students who have the best chance to successfully complete a university program of study.

Students attending the University for the first time are admitted on the basis of an index score, which is a reflection of high school grades and ACT or SAT scores. Students are admitted to an academic department with an index score of 91 or higher or they are considered for admission to the Division of General Registration when their index score is between 86 and 90. The admissions index is published on page 47 of the 2000-2002 University *General Catalog* and as part of the undergraduate application for admission.

All freshmen, including transfer students with less than 30 semester hours of credit, must present results of the ACT or SAT and an official high school transcript as part of their application for admission.

Application for admission and credentials from schools previously attended should be received by the Admissions Office by July 1 for admission to fall semester; by November 1 for admission to spring semester; and by April 1 for admission to the summer session. A \$15 late fee will be charged for late applications.

USU grants admission without regard to race, color, creed, sex, or national origin, to students who satisfy the admission requirements.

Early Admission Procedures (see page 15)

New Freshman Admission Procedures

A student must complete the application for undergraduate admission and submit it to the Admissions

Office with the \$35 application fee. Official ACT or SAT scores and an official high school transcript must be received before admission will be offered.

Prospective freshmen are admitted to an academic college if their index number is 91 or higher. Prospective students with an index between 86 and 90 will be considered for admission to the Division of General Registration on a space available basis. Those with an index of 85 or lower will likely be refused admission, but they may appeal through the Admissions Office. Five percent of the freshman class may be admitted by exception to the index requirement.

A student who is admitted to the Division of General Registration may apply for admission to an academic college when he/she has demonstrated the ability to maintain a satisfactory grade point average and has met the admissions requirement for his/her desired major.

Transfer Student Admission

Transfer students with 30 semester or 45 quarter credits or more will be admitted to the University if their transfer GPA is 2.50 or higher. Transfer students who have a GPA between 2.20 and 2.49 will be considered on an individual basis and are likely to be admitted. In cases where the student is admissible to the University but does not meet the minimum GPA requirement for admissions to the desired major, admission may be offered as an "undeclared" major. Applicants who have fewer than 30 semester or 45 quarter hours of transfer credit must submit an official high school transcript and ACT test scores.

Transcripts submitted for admission become the property of USU and are not returned. Transcripts from **all** institutions previously attended are required. USU does not grant collegiate credit for high school work in excess of high school graduation requirements.

At its discretion, the University may accept transfer credit from accredited and nonaccredited institutions and miscellaneous sources. These may include: (1) accredited institutions, (2) foreign universities, (3) U.S. military credit for approved job and educational experiences, (4) credit by

examination, and (5) miscellaneous sources, such as internships and nontraditional learning experiences.

See pages 49-50 for more information about transfer students and institutions with articulation agreements.

SAT Scores Converted to ACT Equivalent

SAT	ACT		SAT	ACT
1600	36		940 - 970	20
1560 - 1590	35		900 - 930	19
1510 - 1550	34		860 - 890	18
1460 - 1500	33		810 - 850	17
1410 - 1450	32		760 - 800	16
1360 - 1400	31		710 - 750	15
1320 - 1350	30		660 - 700	14
1280 - 1310	29		590 - 650	13
1240 - 1270	28		520 - 580	12
1210 - 1230	27		480 - 510	11
1170 - 1200	26		430 - 470	10
1130 - 1160	25		400 - 420	9
1090 - 1120	24		380 - 390	8
1060 - 1080	23		350 - 370	7
1020 - 1050	22		320 - 340	6
980 - 1010	21		290 - 310	5

International Student Admission Procedures

The following fees, documents, and information must be submitted to the Admissions Office three months prior to the beginning of the semester for which an international student wishes to be considered for admission:

a. A USU application for admission for students outside the United States, along with a \$35 nonrefundable application fee.

b. One copy of official transcripts and certificates or certified true copies for each secondary school, college, or university attended, with official translation, in English, of all documents.

c. Evidence of financial capability must be provided with the application as specified on the application form.

d. The Test of English as a Foreign Language (TOEFL) scores from countries in which English is not the official language, or verification of English language proficiency by the United States Embassy.

International students may be admitted to USU without TOEFL scores, but are required to take an English examination when they arrive on campus. International students are required to complete the Intensive English course unless they receive a score of 500 or higher on the TOEFL examination or pass the placement examination. For additional information, contact Testing Services, the Intensive English Language Institute, or the Admissions Office.

Failure to carry a full course of study (at least 12 credit hours per semester for undergraduates), failure to make satisfactory progress toward the receipt of an undergraduate or advanced degree, or failure to comply with any other immigration requirements for students attending USU will be grounds for suspension or dismissal in accordance with existing University policy.

Readmission Procedures

Former students of USU returning after an absence of two or more semesters are required to file an application for readmission. A processing fee of \$10 is required. A student who was in attendance during the spring semester is not required to reapply for fall semester unless the student has withdrawn from the University or unless the student has been suspended or has graduated.

Advisor Assignments

Students who have declared their major will be assigned an advisor by the college dean or head of the department.

Change of Major Procedures

Students should be aware that declaring a major is not irrevocable. It is not uncommon for a student to change majors several times due to new experiences and refinements of personal goals and abilities. When a change of major is desired, a student must go to the dean's office of the college in which he or she is presently enrolled to initiate the paperwork. If the change of major is within the same college, the dean's office completes the required form and sends it to the Records Office.

When changing colleges, signatures of both deans are required on the form before it is sent to the Records Office. After it is received in the Records Office, the information is entered on the student's record.

Students with Undeclared Majors

Students with Undeclared majors must meet requirements for admission in good standing. These students may be admitted as an Undeclared major in the College of Humanities, Arts and Social Sciences (HASS), which serves as a program of advisement. An advisor helps the student plan to pursue a general Liberal Studies program, while exploring his or her own aptitudes and various career opportunities in order to choose a major field. Career development assistance is also available to students through the Career Development Center in University Inn room 101.

Students who are assigned to an academic major, but believe they have chosen their major unwisely, may (if they have earned less than 60 credits) transfer to the Undeclared program or to a major of their own choice by following the change of major procedure. Students who do not meet the requirements for acceptance into a major department may also be referred to the Undeclared Program.

No degree is offered through the Undeclared program. Courses taken will count toward graduation credit, however. Students should plan to transfer into an academic field offering a degree by the end of the sophomore year.

Admission Procedures for Nonmatriculated Undergraduate Students

Students who are not planning to earn a degree may be admitted to USU on a nonmatriculated basis. A nonmatriculated student may request matriculation by applying for admission to USU and satisfying current admission requirements. Under certain conditions (certified to by an academic dean), the Admissions Office may allow "special adult students" who do not meet the regular admission standards at USU to register for a specific course or courses as nonmatriculated students. Each student is required to submit an application for admission.

Evaluation of Transfer Credit

(Also see pages 49-85)

Students desiring to transfer credit from a previously attended institution of higher education should have an official copy of their grade transcript forwarded to the Admissions Office. That office will evaluate the completed coursework, and acceptable courses will be transferred to the student's USU grade transcript. In general, the credits must be from an accredited institution and must be college-level. The student's major department will determine how the credits are to be used. For example, some credits may be used for University Studies, others for electives courses, and others for departmental courses. Transferred courses will not be used in evaluating the student's USU GPA. (Only courses completed at USU are figured into the USU GPA.)

USU has established transfer articulation agreements with many institutions. Completion of an Associate of Arts or an Associate of Science degree, or completion of the general education requirements at the sending institution, will satisfy USU's General Education requirements. A complete listing of these agreements and institutions can be found on pages 49-50.

The types of credits which are often transferred are categorized as follows:

Credit from Foreign Institutions

This credit is first evaluated by the Admissions Office to determine if it will be accepted as college credit and posted to the USU transcript as transfer credit. The student's department considers the credit as possible University Studies credit and determines its applicability to the major requirements.

University Studies Coursework

Courses transferred from other institutions may be acceptable for USU University Studies requirements. Individual colleges and departments determine which courses are acceptable and evaluate credit transfers accordingly. (See pages 51-85.) Associate degrees and University Studies credits completed from CLEP, AP, and other special examinations may be used to fill University Studies requirements or may be used as electives.

Military Credit

The University may grant credit to students currently enrolled at the University who have served in the armed forces. These students may be granted credits, depending upon their length of military service. The breakdown for credits granted is as follows:

Length of Active Duty	USU Credits Granted
Six months to one year	4
More than one year	10
Qualifying for a commission	12

Other credit from military schools may be accepted for transfer, if such credit meets University requirements. The *Guide to the Evaluation of Educational Experiences in the Armed Services* is used by the Admissions Office for determining transfer of credit.

Qualified applicants must submit the form DD214 for verification of military service. The form should be submitted to the Admissions Office.

Residency

Students applying for admission to Utah State University may be classified as a nonresident student when:

- 1) all prior schooling is from outside the state of Utah, or
- 2) there are significant gaps in schooling and it is unsure where the student has been residing since last attending.

Students who have been classified as nonresident students and who feel they satisfy the requirements for Utah Resident Status must file an official residency application with the Residency Office, TSC 246, no later than 10 calendar days from the first class day and not more than 30 days before the beginning of the semester for which residency is sought. Those missing the application deadline will have residency considered for the next semester, provided that the next appropriate deadline is met with adequate updated documentation.

If an application is denied by the Residency Officer, the student may appeal to the Residency Appeals Committee no later than the 14th calendar day of the semester. Appeals cannot be considered after this deadline.

Procedures Concerning Residency

1. Persons claiming residency on their application for admission, but who are coded nonresident, will be notified in writing of their nonresident status in their acceptance letter.

2. Definition of a resident student.

(a) Students who attend the University on a full-time basis are presumed to have moved to Utah for the purpose of attending an institution of higher education and are nonresidents for tuition purposes. The burden of rebutting this presumption is upon the person seeking resident status. Mere presence in the state is not sufficient for establishing residency. This presence must be coupled with clear and convincing evidence that a person has established a domicile in the state beyond the circumstance of being a student and that the student does not maintain a residence elsewhere.

(b) Aliens who are present in the United States on visitor, student, or other visas which authorize only temporary presence in this country do not have the capacity to intend to reside in Utah for an indefinite period and, therefore, must be classified as nonresident.

(c) Aliens who have been granted immigrant or permanent resident status in the United States shall be classified for purposes of resident status according to the same criteria as citizens.

(d) Any American Indian who is enrolled on the tribal

rolls of a tribe whose reservation or trust lands lie partly or wholly within Utah or whose border is at any point contiguous with the border of Utah or any American Indian who is a member of a federally recognized or known Utah tribe and who has graduated from a high school in Utah, shall be entitled to resident status.

3. Handouts listing the policy and deadlines will be provided to students who inquire about residency.

Tuition and Fees (Fall 2001)

Number of Credit Hours	Undergraduate Resident Tuition & Fees	Undergraduate Nonresident Tuition & Fees
1	\$ 330.14	\$ 795.51
2	403.09	1,050.79
3	488.54	1,318.57
4	574.99	1,587.35
5	652.44	1,847.13
6	728.39	2,105.41
7	828.84	2,388.19
8	921.29	2,662.97
9	998.74	2,922.75
10	1,076.19	3,182.53
11	1,149.14	3,437.81
12	1,222.09	3,693.09
13	1,295.04	3,948.37
14	1,295.04	3,948.37
15	1,295.04	3,948.37
16	1,295.04	3,948.37
17	1,295.04	3,948.37
18	1,295.04	3,948.37
19	1,367.99	4,203.65
20	1,440.94	4,458.93
21	1,513.89	4,714.21
22	1,586.84	4,969.49
23	1,659.79	5,224.77
24	1,732.74	5,480.05
25	1,805.69	5,735.33

For undergraduate resident students, each credit beyond 25 is an additional \$72.95.

For undergraduate nonresident students, each credit beyond 25 is an additional \$255.28.

Tuition and Fees are subject to change.

