

Undergraduate General Information

Entering Utah State University

Enrollment Management

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Admission Requirements

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

All freshmen, including transfer students with fewer than 30 semester hours of credit, must submit an official high school transcript and ACT/SAT scores as part of their application for admission.

Application for admission and credentials from schools previously attended should be received by Recruitment/Enrollment Services by July 1 for fall semester admission, by November 1 for spring semester admission, and by April 1 for summer semester admission. These materials should be sent to:

**Recruitment/Enrollment Services
Utah State University
0160 Old Main Hill
Logan UT 84322-0160**

A student is admitted to the University on the basis of an application (which includes official transcripts of credit from each school previously attended), a \$35 nonrefundable application fee, and ACT/SAT scores when applicable. A processing fee of \$10 is required of students applying for readmission. Students applying after the deadline will be assessed an additional \$15 late fee. For application and general information, contact Recruitment/Enrollment Services at the address above; by phone at (435) 797-1129, toll-free at 1-800-488-8108, or fax at (435) 797-3708; or e-mail recruit@cc.usu.edu.

Students who have attended home schooling, charter high schools, or performance/outcome-based high schools will need to submit an Application for Admission, the \$35 application fee, and

ACT/SAT results, and *may* need to have an interview as part of the admissions application process. Those students who have completed the GED must also submit a copy of the GED Certificate.

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

Students who have been denied admission to the University may initiate an appeal by contacting Recruitment/Enrollment Services. The appeal must be made no later than seven calendar days from the first class day.

Freshman Admission

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. Entering students must have an acceptable index score in order to be admitted. (See Admission Index table on page 49.) **USU regulations regarding the index score are as follows:** Those students with an index score of 100 or higher will be admitted. Students having an index score of 91-99 are very likely to be admitted. On a space available basis, students with an index score between 86 and 90 may be admitted. Those students with an index score below 86 will likely be denied admission, but will be granted a chance to appeal upon the student's request. Exceptions to the preceding regulations will be made for applicants who have not graduated from high school, who may substitute results of the GED. In cases where the applicant is younger than 25 years, official ACT/SAT results are also required. Admission decisions are made on an individual basis.

High School Curriculum

Students who have graduated from high school and who desire to attend Utah State University must have completed a preparatory course of study, including the following:

English. Four years (units), emphasizing composition/literature.

Mathematics. Three years (units), selected from elementary algebra, geometry, intermediate algebra, trigonometry, college or advanced algebra, or calculus. It is strongly recommended that students take mathematics up to at least trigonometry.

Biological/Physical Science. Three years (units), which meet either state or local graduation requirements. At least one unit must provide a laboratory experience.

American History. One year (unit).

Additional Courses. Four years (units), chosen from at least two of the following: history, English, mathematics beyond intermediate algebra, laboratory science, foreign language, social science, and fine arts.

Foreign Language. Two years (units) recommended, which must be of the same foreign language.

Students having less than the required number of units, but who have an admission index of 95 or higher, will be admitted on the condition that the deficiency is satisfied within the first 30 semester hours of study at the University.

When the admission decision is made, an official letter of notification will be sent to the student.

Testing. All freshmen, including transfer students with less than 30 semester hours of credit, must present the results of the ACT/SAT as part of their application for admission to the University.

Early Admission. A high school student who has completed his or her junior year and maintained a superior scholastic record may be granted special consideration for admission. An applicant must satisfy the following requirements:

1. Submit an official application, ACT/SAT scores, a high school transcript, and a \$35 application fee.
2. Submit letters of approval and recommendation from:
 - (a) Superintendent or principal
 - (b) Parent or guardian
3. Admission is not automatic, and will be determined by the admissions committee.

4. Applications for admission and credentials from the high school must be received by the University according to the deadline dates listed under General Admissions Policies.

Nontraditional Admission. An applicant who is not a high school graduate may be considered for admission by presenting satisfactory evidence of ability to do university work. This evidence may be demonstrated by scores on the General Education Development Test (GED). Admission will not be offered unless a student has a high school diploma or a satisfactory GED Test score. (Students in this category include those whose high school class has graduated and those over the age of 18.) Students must also take the ACT/SAT if not previously taken. If the student has been out of high school for seven years or more, this requirement is waived.

General Registration. Students who do not qualify for enrollment into one of the academic colleges may be considered for enrollment in the Division of General Registration. These students include all those who have graduated from high school with an admission index score between 86 and 90.

When a student has demonstrated ability to maintain a GPA appropriate for the intended major, that student may apply for admission to an academic college and department through the Division of General Registration. Regular college admissions evaluation procedures will then be followed, and if there are no admissions restrictions, the student will be admitted to the department of his or her choice.

Advanced Placement. Students who present Advanced Placement examination scores of 3, 4, or 5 may receive 4 to 8 University credits for each Advanced Placement examination. These credits may be used to fill General Education requirements and to meet specific course requirements.

Credit by Special Examination. Matriculated students may challenge a course for credit by taking a special examination available in the University Testing Center. The examination will

Admission Index

Test Scores

Enhanced ACT	Recentered SAT	GPA																													
		4.0	3.9	3.8	3.7	3.6	3.5	3.4	3.3	3.2	3.1	3.0	2.9	2.8	2.7	2.6	2.5	2.4	2.3	2.2	2.1	2.0	1.9	1.8	1.7	1.6	1.5	1.4	1.3	1.2	1.1
36	1600	142	140	139	137	135	133	132	130	128	126	124	123	121	119	117	116	114	112	110	108	107	105	103	101	100	98	95	94	93	91
35	1560	140	138	137	135	133	131	130	128	126	124	122	121	119	117	115	114	112	110	108	106	105	103	101	99	98	96	94	92	91	89
34	1510	138	136	135	133	131	129	128	126	124	122	120	119	117	115	113	112	110	108	106	104	103	101	99	97	96	94	92	90	89	87
33	1460	136	134	133	131	129	127	126	124	122	120	118	117	115	113	111	110	108	106	104	102	101	99	97	95	94	92	90	88	87	85
32	1410	134	132	131	129	127	125	124	122	120	118	116	115	113	111	109	108	106	104	102	100	99	97	95	93	92	90	88	86	85	83
31	1360	133	131	130	128	126	124	123	121	119	117	115	114	112	110	108	107	105	103	101	99	98	96	94	92	91	89	87	85	84	82
30	1320	131	129	128	126	124	122	121	119	117	115	113	112	110	108	106	105	103	101	99	97	95	94	92	90	89	87	85	83	82	80
29	1280	129	127	126	124	122	120	119	117	115	113	111	110	108	106	104	103	101	99	97	95	94	92	90	88	87	85	83	81	80	78
28	1240	127	125	124	122	120	118	117	115	113	111	109	108	106	104	102	101	99	97	95	93	92	90	88	86	85	83	81	79	77	76
27	1210	126	124	123	121	119	117	116	114	112	110	108	107	105	103	101	100	98	95	94	92	91	89	87	85	84	82	80	78	77	75
26	1170	124	122	121	119	117	115	114	112	110	108	106	105	103	101	99	96	95	94	92	90	89	87	85	83	82	80	78	76	75	73
25	1130	122	120	119	117	115	113	112	110	108	105	104	103	101	99	97	95	94	92	90	88	87	85	83	81	80	78	76	74	73	71
24	1090	120	118	117	115	113	111	110	108	106	104	102	101	99	97	96	94	92	90	88	86	85	83	81	79	78	76	74	72	71	69
23	1060	118	116	115	113	111	109	108	106	104	102	100	99	97	95	93	92	90	88	86	84	83	81	79	77	76	74	72	70	69	67
22	1020	117	115	114	112	110	108	107	105	103	101	99	98	96	94	92	91	88	87	85	83	82	80	78	76	75	73	71	69	68	65
21	980	115	113	112	110	108	106	105	103	101	99	97	96	94	92	90	89	87	86	83	81	80	78	76	74	73	71	69	67	66	64
20	940	113	111	110	108	106	104	103	101	99	97	95	94	92	90	88	87	85	83	81	79	78	76	74	72	71	69	67	65	64	62
19	900	111	109	108	106	104	102	101	99	97	95	93	92	90	88	86	85	83	81	79	77	76	74	72	70	69	67	65	63	62	60
18	860	109	107	106	104	102	100	99	97	95	93	91	90	88	86	84	83	81	79	77	75	74	72	70	68	67	65	63	61	60	58
17	810	108	106	105	103	101	99	98	96	94	92	90	89	87	85	83	82	80	78	76	74	73	71	69	67	65	64	62	60	59	57
16	760	106	104	103	101	99	97	96	94	92	90	88	87	85	83	81	80	78	75	74	72	71	69	67	65	64	62	60	58	57	55
15	710	104	102	101	99	97	95	94	92	90	88	86	85	83	81	79	78	76	74	72	70	69	67	65	63	62	60	58	56	55	53
14	660	102	100	99	97	95	93	92	90	88	86	84	83	81	79	77	76	74	72	70	68	67	65	63	61	60	58	56	54	53	51
13	590	100	98	97	95	93	91	90	88	86	84	82	81	79	77	75	74	72	70	68	66	65	63	61	59	58	56	54	52	51	49
12	520	99	97	95	94	92	90	89	87	85	83	81	80	78	76	74	73	71	69	67	65	64	62	60	58	57	55	53	51	50	48
11	480	97	95	94	92	90	88	87	85	83	81	79	78	76	74	72	71	69	67	65	63	62	60	58	56	55	53	51	49	48	46
10	430	95	93	92	90	88	86	85	83	81	79	77	76	74	72	70	69	67	65	63	61	60	58	56	54	53	51	49	47	46	44
9	400	93	91	90	88	86	84	83	81	79	77	75	74	72	70	68	67	65	63	61	59	58	56	54	52	51	49	47	45	44	42
8	380	92	90	89	87	85	83	82	80	78	76	74	73	71	69	67	65	64	62	60	58	57	55	53	51	50	48	46	44	43	41
7	350	90	88	87	85	83	81	80	78	76	74	72	71	69	67	65	64	62	60	58	56	55	53	51	49	48	46	44	42	41	39
6	320	88	86	85	83	81	79	78	76	74	72	70	69	67	65	63	62	60	58	56	54	53	51	49	47	46	44	42	40	39	37
5	290	86	84	83	81	79	77	76	74	72	70	68	67	65	63	61	60	58	56	54	52	51	49	47	45	44	42	40	38	37	35

survey knowledge of course content. University credit is awarded for examinations in courses the student has not already taken. Students will be required to pay a fee (standard recording fee and course-specific examination fee). The Testing Center has a listing of available special examinations. Application forms for permission to take special examinations are available in the Testing Center. Language credits by special examination are initiated in the Department of Languages and Philosophy.

Students who take a special examination will receive the exam grade posted to their transcript, with a designation that it was earned by special examination. Credits earned through special examination cannot be used toward a graduate degree, nor be used to meet the minimum USU course requirement.

Credit by Advanced Coursework (Language Credits). Students who are proficient in a foreign language offered by Utah State University may earn lower-division credit through successfully passing a more advanced course. Applications for these credits should be made in the Department of Languages and Philosophy. Students will be required to pay a posting fee.

Students who receive credit by advanced course will receive a grade posted to their transcript, with a designation that it was earned by advanced coursework. Credits earned through this option cannot be used to meet the minimum USU course requirement.

Credit by Departmental Examination. Matriculated students may challenge a course for credit by taking a departmental examination. Departments will determine if a course is appropriate for challenge; students should contact the instructor and/or department. If a challenge exam is available, the instructor should advise the student as to whether he or she has a reasonable chance of passing. The examination will survey knowledge of the course content and may include papers, projects, portfolios, etc.

Students challenging a course for which they are registered must do so within the first two weeks of the course. Students not registered will be required to pay a fee (standard recording fee and course-specific examination fee). Students who take a departmental examination will receive the exam grade posted to their transcript for that course. Credits earned through departmental examination can be used to meet the minimum USU course requirement.

CLEP Examinations. Credits may be acquired through the College Level Examination Placement (CLEP) examinations. These credits may be used to fill General Education requirements, and may also be accepted as equivalent to specific courses. AP and CLEP credit combined may fulfill requirements for a maximum of four Breadth areas of General Education. For a complete list of examinations accepted and scores necessary to receive credit, inquire at Testing Services, University Inn 115, (435) 797-1004.

Individual departments and/or colleges may specify the exact courses required to fill their requirements and may require more than the minimum General Education requirements. Some departments and colleges require specific coursework for General Education, which the CLEP exams may not satisfy.

If, prior to taking a CLEP examination, a student has received credit (including AP credit) for any coursework equivalent to the subject matter of a CLEP examination, the credits earned from the course will be deducted from the earned CLEP credits.

Other institutions have policies differing from those of USU regarding CLEP scores and credits granted for those scores. For transfer students, CLEP credit posted to another institution's transcript is reevaluated based on USU's standard.

International Baccalaureate. USU recognizes the International Baccalaureate diploma and awards credits for General Education requirements, excluding the Breadth American Institutions, Communications Literacy, and mathematics Quantitative Literacy requirements necessary for graduation.

Students who have not completed the International Baccalaureate diploma receive 8 credits for scores of 5, 6, or 7 achieved on the higher-level exams.

Credit achieved through the International Baccalaureate examinations may not be duplicated with AP credit.

Credit for Military Service. The University may grant credit to students currently enrolled at the University who have served in the armed forces. Applications for credit are made by submitting the DD214 or DD295 form to Recruitment/Enrollment Services.

Army/ACE Registry Transcript System (AARTS). Enlisted soldiers who entered active duty on or after October 1, 1981 are eligible for an AARTS transcript. However, the AARTS transcript is *not available* to members of the U.S. Army Reserve, warrant officers, or commissioned officers. Those students who are eligible for an AARTS transcript and who are seeking credit for military service in the **Army** should provide Recruitment/Enrollment Services with an AARTS transcript *instead of* the DD214 or DD295 form. Eligible students may obtain transcript request forms from their Army education center counselors, or they may write directly to: Manager, AARTS Operations Center, 415 McPherson Avenue, Ft. Leavenworth KS 66027-1373. Each request must include the student's name, basic active service date, social security number, and current mailing address.

Veterans Educational Benefits. Veterans or qualified dependents of disabled or deceased veterans who may be eligible for Veterans Educational Benefits should contact the Office of Veterans Services, or telephone (435) 797-1102 for information concerning their educational benefits. Veterans or eligible dependents must make application for admission and be matriculated in a degree program.

Transfer Student Admission. Applicants with at least 45 quarter or 30 semester credits earned at another accredited institution will be considered for admission if they have a cumulative GPA of 2.2 or higher. Students having a cumulative GPA below 2.2 will not be offered admission. Many USU undergraduate majors require a higher GPA for admission. For specific GPA requirements, refer to this catalog or consult the departments. Transfer students who meet the advertised transfer GPA requirements will be admitted. Transfer students having a GPA between 2.2 and what the department requires will be referred to their intended academic department for an admission decision. Their advisor will determine whether or not admission to USU will be offered.

Official transcripts of credit must accompany applications for admission when submitted by students who have attended other collegiate institutions. Transcripts submitted for admission become the property of the University and are not returned. *Transcripts from all institutions previously attended are required.*

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,
- (5) miscellaneous sources: internships, nontraditional learning experiences.

The following evaluation criteria for acceptance will be used:

(1) accreditation status of the institution, (2) recognized national standards published by the American Association of Collegiate Registrars and by the American Council on Education, (3) guidelines given by the State Board of Regents (including guidelines for CLEP and AP credit), and (4) recommendations given by various University units having appropriate academic competence, including: Faculty Senate, college and departmental curriculum committees.

Utah State University does not accept transfer credit from nonaccredited institutions in those cases where USU lacks an academic unit to evaluate such transfer credits.

Credit Transfer Policy of Utah System. An Associate of Arts or an Associate of Science degree earned at any institution within the Utah System of Higher Education, or at other non-Utah institutions with articulation agreements, will be considered as meeting the General Education requirement of any institution in the system. (At USU, this satisfies the General Education portion of the University Studies requirements.) When the General Education requirements of an institution not offering the Associate of Arts or Associate of Science degree have been met in earning a 60 to 63 semester credit hour diploma, a Registrar's certification that the transferring student has completed baccalaureate-level General Education requirements at the sending institution will be accepted by the receiving USHE institution in lieu of the AA/AS degree. In the latter case, the Registrar at the sending institution will forward to the receiving institution an up-to-date description of the General Education requirements.

Credit for quarter courses numbered 100 or above, or for semester courses numbered 1000 or above, earned in the Utah System of Higher Education is transferable within the System and will be carried on the student's transcript by the receiving institution. **Acceptance of credit should not be confused with its application. Transfer credit may or may not apply to the graduation requirements of an institution, regardless of the number of credits transferred.** Credit other than that intended wholly to meet the General Education requirements of the receiving institution will be applied on the basis of the appropriateness of credit to a particular institution's specific degree program requirements as determined by the receiving institution.

For more transfer student information, including agreements with other states, see pages 64-65 of this catalog.

International Undergraduate Student Admission. The following fees, documents, and information should be submitted to Recruitment/Enrollment Services three months (March 1, summer semester; June 1, fall semester; October 1, spring semester) prior to the beginning of the semester for which an international student wishes to be considered for admission:

1. Utah State University application for admission for students outside the United States and a \$35 application fee.
2. One copy of official transcripts and certificates or certified true copies for each secondary school, college, and university attended with official English translation of all documents.
3. Evidence of financial capability must be provided with the application, as specified on the application form.
4. International students must be proficient in the use of English. Proficiency is determined for undergraduates by a minimum TOEFL score of 500 on the manual test, 173 on the computerized test, or a Michigan test score of 80, or by passing level 4 (ad-

vanced level) of the Intensive English program at Utah State University. For graduate students, proficiency is determined by a minimum TOEFL score of 550 on the manual test, 213 on the computerized test, or passing level 4 (advanced level) of Intensive English at Utah State University.

Qualified students in level 4 (advanced level) of Intensive English may take one or more academic courses if approved by the Intensive English staff and their University advisor. Graduate students need the additional approval of the Dean of Graduate Studies. Students at any level may audit academic courses with instructor's approval. Audited courses are not recognized by the U.S. Immigration Service toward the requirement of carrying a full course of study.

Failure to carry a full course of study (at least 12 credit hours per semester for undergraduates), or failure to make satisfactory progress towards 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.

Graduate Admission. Any student who has graduated from USU or any other university must apply to the School of Graduate Studies for admission and present two copies of an official transcript.

Readmission. Students who were in attendance the previous spring semester are not required to reapply for fall semester unless the student withdrew from the University or if suspension or graduation occurred at the conclusion of the spring semester. Former students of the University returning after an absence of two or more semesters are required to file applications for readmission.

Residency Application and Appeal. Nonresident students who feel they have met the requirements for instate resident student status must file an official residency application with the Residency Office, Taggart Student Center 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 are as follows:

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

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.

Western Undergraduate Exchange. Utah State University participates in the Western Undergraduate Exchange (WUE), a program of the Western Interstate Commission for Higher Education. Through WUE, certain students who are not residents of the State of Utah may enroll at Utah State University by paying resident tuition plus 50 percent of that amount (plus other fees that are paid by all students).

Because Utah State University participates, residents of Utah may enroll under the same terms in designated institutions and programs in other participating states.

Information about and applications for WUE programs available at USU may be obtained from the USU Recruitment/Enrollment Services Office, 0160 Old Main Hill, Logan UT 84322-0160, tel. (435) 797-1129 or 1-800-488-8108. Utah residents may obtain information about WUE programs in other states from the Certifying Officer for Utah WICHE Student Exchange Program, #3 Triad Center, Suite 550, 355 West North Temple, Salt Lake City UT 84180-1205, tel. (801) 321-7124 or from WICHE Student Exchange Program, P.O. Box 9752, Boulder CO 80301-9752, tel. (303) 541-0214 or 0210, FAX (303) 541-0291.

Cooperative education and/or internships. Cooperative education involves faculty and employers in a partnership to provide a student with a blend of academic and on-the-job experiences. Interested students should contact their academic department or the Office of Cooperative Education, UI 102.

New Student Orientation

Orientation for All New USU Undergraduate Students

Newly admitted students, both first-year and transfer, must participate in a Student Orientation, Advising, and Registration (SOAR) session before being permitted to register for classes. SOAR is designed to assist students in making a successful transition to USU. In addition to registering for classes, students have the opportunity to receive individual advice about degree requirements, as well as vital information about student services, campus life, and athletics. SOAR also gives students a chance to make

new friends. New students should be aware that a *registration hold* is placed on their file until some form of orientation is completed. After admission to USU, students will receive information about SOAR programs. For further information or to receive a SOAR application, call New Student Orientation at (435) 797-0283 or 1-800-606-4878.

Academic Advising

Upon admission to USU, all new students are assigned to an academic advisor. During the New Student Orientation, students meet with their advisors, plan their class schedules, and register for classes. Advising is the process encompassing development and delivery of accurate and up-to-date information regarding career options, educational programs, courses of instruction, resources, policies, and procedures to aid students in pursuing their educational goals.

Each student should consult with his or her academic advisor on a regular basis, and as needed, until the student's program of study is completed. The advisor can help the student to select, plan, and complete a program of study which is consistent with the student's interests, abilities, and needs, and can assist the student in selecting appropriate courses in the proper sequence to complete all requirements for graduation.

Each student is responsible for learning and completing graduation requirements for academic programs selected. Major Requirement Sheets showing University, college, and departmental requirements for each academic program are provided by the student's academic department or college, and all sheets are also available in the Office of Advising and Transition Services. This office provides students with information and advisement concerning University academic requirements, policies, procedures, programs, and services.

The College or Division Academic Service Centers provide students with information and advisement concerning academic requirements, policies, procedures, programs, and services of that college or division. A listing of Academic Service Centers is provided below:

Advising and Transition Services—SC 304, (435) 797-3373

College Academic Service Centers

College of Agriculture, AG SC 218, (435) 797-7340
 College of Business, BUS 306, (435) 797-2274
 College of Education, EDUC 101, (435) 797-1443
 College of Engineering, EL 241, (435) 797-2705
 College of Family Life, FL 205A, (435) 797-1530
 College of Humanities, Arts and Social Sciences, SC 302,
 (435) 797-4029
 College of Natural Resources, NR 112, (435) 797-2448
 College of Science, ESLC 245, (435) 797-2478

Advisement for General Registration students, Undeclared Majors, and Liberal Arts and Sciences Program

Science/HASS Advising Center, SC 302, (435) 797-3883

An *Advisor List by Major* is available on the web at:
<http://www.usu.edu/ats>.