

4.0 Section IV: Rules Relating to Admission to the University

4.1.0 APPLICATION FOR ADMISSION AND READMISSION

All applicants meeting the appropriate academic requirements shall be considered equally for admission to the University or to any college or academic program regardless of race, color, religion, sex, marital status or national origin. [US:2/14/77] All applicants for admission to the University, and all University students who have not been enrolled for one or more semesters, must submit to the Admissions Office an official application for admission and supporting documents as described below:

- A.** Applications for admission and supporting documents must be submitted by the deadlines published in the University Calendar.
- B.** This requirement shall not apply to University students taking summer work elsewhere who are enrolled in the University for the preceding spring and following fall semesters, except that these students must submit to the University Registrar's Office official transcripts of such summer work; [US 4/10/00]
- C.** The professional colleges, with the approval of the Director of Admissions, may set deadlines earlier than those set generally for the University.
- D.** Applications for admission or readmission must be supported by official transcripts of all college work attempted elsewhere.
- E.** Every student whose native language is other than English and who is not a citizen of the United States [RC/US transmittal: 12/9/87] is required to take the Test of English as a Foreign Language (TOEFL) prior to approval for admission. ("Native language" is defined as an individual's first acquired language of communication.) This test may be waived for such students who can present an official transcript of satisfactory work taken at an accredited American college, or a college in another country where English is the native language.
- F.** All students who present one or more units in a foreign language for entrance to the University are required to take a placement test to determine the course level at which they should begin their study of the language in the University. A student who has credit for three units of a foreign language in high school may not receive degree credit for the first year of that language in the University. Further, a student who has credit for two units of a foreign language in high school may not receive degree credit for the first semester of that language in the University.

4.2.0 ADMISSION REQUIREMENTS

4.2.1 UNDERGRADUATE COLLEGES

Students who satisfy the basic admission requirements may register in any undergraduate college at the University except as additional entrance requirements are hereinafter stated.

The University of Kentucky prefers that applicants for admission shall have taken the ACT examination. Applicants may be considered for admission, however, on the basis of Scholastic Aptitude Test (SAT) scores. The Director, Undergraduate Admissions and University Registrar shall establish annually an appropriate equivalency table of total SAT and ACT composite scores to be used with the established lower division selective admissions criteria. After approval by the Admissions Advisory Committee, this table shall be used by the Admissions Office in judging the acceptability of otherwise qualified applicants. [US: 4/8/85; 4/14/97]

All new freshman and transfer students are required to attend an Advising Conference as assigned at the time of admission unless excused by permission of the Director, Undergraduate Admissions and University Registrar in special circumstances and emergencies. [US: 2/10/86]

The University's complete undergraduate admissions policy and all associated academic standards shall be reviewed by the Senate during the 1989-90 academic year. [US: 4/28/86]

4.2.1.1 Basic Lower Division Selective Admissions [US: 11/12/90; US 4/14/97]

A. The Senate's Admissions Advisory Committee (SAAC) is a standing committee of the University Senate. The voting members of the Committee are the Director, Undergraduate Admissions and University Registrar, the Chair of the Senate Committee on Admissions and Academic Standards, one student appointed by the Senate Council, and three additional faculty appointed by the Senate Council to staggered three-year terms. Ex officio, non-voting members of the Committee include the Associate Provost for Undergraduate Education, the Associate Registrar, and the Director of the Office of Institutional Research. Representatives of other campus units whose expertise may be deemed necessary and appropriate may be invited by the Chair to serve as ex officio, non-voting members of the Committee. The committee must be chaired by one of the three appointed faculty members. In the case of a tie vote, the vote of the chair shall prevail.

The SAAC is responsible for recommending admissions policy within general guidelines established by the University Senate. The SAAC will:

1. Adopt an admissions management system, as described in section (B).
2. File a written report recommending to the Provost admissions objectives such as average ACT scores and desired size of each year's entering Freshman class. A copy of the report shall be presented to the Senate Council.
3. The Committee will establish internal automatic admission criteria for both Early Decision and regular, full consideration admission.
4. Upon the recommendation of the Director, Undergraduate Admissions and University Registrar, approve any warranted deviations from the initial internal admissions criteria.

5. After consultation with the Director, Undergraduate Admissions and University Registrar, the AAC may recommend closing admissions on any of the following bases: (1) the desired class size has been reached; (2) the class is large enough given existing constraints; and (3) admissions objectives other than class size have been achieved.
 6. Establish guidelines for the decisions of the Exceptions Committee.
 7. Request the Provost provide specific data on admissions, enrollment, and student performance in the Provost's annual report to the Senate.
 8. Request specific other data from the Director, Undergraduate Admissions and University Registrar s for use in establishing or evaluating admissions policy.
 9. Review and analyze the information provided by the Provost and the Director, Undergraduate Admissions and University Registrar and disseminate the results of its review and analysis to the academic units.
- B.** The SACC will adopt an Admissions Management System.
1. The Admissions Management System will use the automatic admissions criteria established by the SACC. The University will publish the range of ACT and SAT scores, and grade point averages, which secured admission in the previous year's freshman class.
 2. The automatic admissions criteria will include not only high school grade point average (HSGPA), SAT, and ACT composite score, but class rank, degree of difficulty of courses, and ACT subsection scores, or any other criteria or characteristics that provide insight into an applicant's potential for academic success at the University.
 3. However, students with either an ACT score below 18 or an HSGPA which is less than 2.0 will be automatically denied admission and may be admitted only through the exceptions procedures.
 4. At least ninety percent (90%) of all freshman admissions will be made according to the automatic acceptance criteria.
 5. Admissions criteria will contain an exceptions procedure for two types of applicants:

Internal exceptions procedure: for those prospective students who have certain diversity characteristics not present in the pool of students admitted by automatic admissions – criteria (see subsection a, below) and **External Exception Procedure:** for those students whose applications for admission have been rejected under the automatic admissions criteria (see subsection b, below).

(a) Internal Exceptions Procedure. The SAAC will identify characteristics not adequately represented in the pool of students

admitted under the automatic admissions – criteria. The Assistant Provost for Enrollment Management will forward the files of candidates having those characteristics and a reasonable academic record to the SAAC for consideration before the candidate is notified of an admissions decision. If the SAAC determines that the candidate has a reasonable chance of success, admission will be granted unless the desired class size or other critical admissions objectives have been met.

(b) External Exceptions Procedure: The SAAC will continue to function as the appeals board for all candidates whose applications were rejected. Applications considered under this External Exceptions Procedure will be handled in accordance with whether or not the candidate is a freshman applicant with a HSGPA is 2.0 or higher.

i. The Assistant Provost for Enrollment Management will review the files of the candidates who do not meet the automatic admission criteria established by the AAC, but who offer HSGPA of 2.0 or higher. The Assistant Provost, within the exceptions parameters established by the AAC, may use his/her discretion to offer admission to freshman applicants whose credentials indicate a reasonable potential for success at the University.

ii. A rejected applicant who is not a freshman applicant or whose HSGPA is not 2.0 or higher may petition to the AAC for admission due to a) significant non-academic personal achievement; b) diversity; c) unusual situations affecting academic performance; or d) outstanding potential for contributing to or benefiting from an education at the University. The SAAC decision under this appeal stage constitutes the final University decision on the application.

6. The following admissions deadlines are established:
 November 1, for Early Decision applications
 February 15, for regular, full consideration applications
 August 1, for the submission of all documents.
 (June 1, for participation in the summer advising conference).

Students who apply after the deadline for full consideration will be admitted only as enrollment goals permit. The Vice Provost for Enrollment Management will annually report to the Senate Council statistics on the incidence and number of students admitted who applied after February 15.

These deadlines apply to both transfers and entering students. Applications received after February 15 may be rejected even if they demonstrate better qualifications than some already admitted.

An exemption from the August 1 deadline may be granted to non-degree students who enroll for no more than eight (8) credits. These students may enroll through the Evening Weekend Program, at the registration conducted before the opening of classes.

The AAC may change these deadlines, based on future experience.

C. Pre-College Curriculum [US: 3/21/83; 11/10/86; 11/12/90; SC 10/15/01]

To be admitted to the University of Kentucky in the fall of 2002 or later under the admission policy outlined above, an applicant must have completed successfully the following high school courses as a minimum:

Science – 3 credits required

Credits to include life science, physical science, and earth/space science (at least one lab course)

English/Language Arts – 4 credits required

English I, II, III, IV (or AP English)

Mathematics – 3 credits required

Algebra I, Algebra II, Geometry
(see note below on substitutions)

Social Studies – 3 credits required

From U.S. History, Economics, Government, World Geography and World Civilization

Health – ½ credit required

Physical Education – ½ credit required

History and Appreciation of Visual, Performing Arts – 1 credit required

History and Appreciation of Visual and Performing Arts or another arts course that incorporates such content.

Electives – 7 credits required (5 rigorous)

Recommended strongly: 1 or more courses that develop computer literacy

Total credits: 22

15 required credits; 7 elective credits (2002)

In 2002, a student may substitute an integrated, applied, interdisciplinary, or higher level course within a program of study if the substituted course offers the same or greater academic rigor and the course covers or exceeds the minimum required content.

Rigorous electives should have academic content at least as challenging as that in courses required in the minimum high school graduation requirements. These electives also should be in social studies, science, math, English and language arts, arts and humanities, foreign language, and, above the introductory level, in agriculture, industrial technology, business, marketing, family and consumer sciences, health sciences, and technology education and career pathways. Electives in physical education and health are limited to one-half unit each.

(In addition, the University Senate recommends that high school students complete at least two years of a foreign language.)

1. An applicant who is otherwise eligible for automatic admission under 4.2.1.1 a., but has no more than one course deficiency in no more than two (2) of the subject areas of the University's pre-college curriculum requirement may be considered in compliance with the requirement and admitted automatically on the basis of a compensating score of 21 or higher on the ACT sub-test corresponding to each subject area deficiency.
2. An applicant who is otherwise eligible for admission to the University and has no more than one course deficiency in no more than two (2) of the subject areas of the University's pre-college curriculum requirement but does not have a compensating score of 21 or higher on the ACT sub-test corresponding to each subject area deficiency may be considered for admission through the existing provisions of 4.2.1.1.B.
3. An applicant who has more than one course deficiency in any subject area or has course deficiencies in more than two (2) of the subject areas of the University's pre-college curriculum requirement will be automatically rejected for admission.

D. High School Non-graduates

The Admissions Committee may also consider students who have not graduated from high school if they have had no previous college work, and can demonstrate through ACT scores and other evidence that they are prepared to do the work required.

The condition of graduation from high school may be waived for superior students with appropriate recommendations from their high school counselors or teachers. The academic criteria for admission under these conditions shall be established by the Director, Undergraduate Admissions and University Registrar subject to approval of and revision by the Senate Council.

E. Prospective Student Athletes Receiving Athletics-Related Aid

Student-athletes, as identified by the Director of Athletics, who do not meet established standards for automatic acceptance but do meet Southeastern Athletic Conference (SEC) and National Collegiate Athletic Association (NCAA) academic requirements for freshman eligibility shall be eligible for admission. Such student-athletes shall be admitted pursuant to policies established by the AAC. Student-athletes who do not meet SEC and NCAA academic requirements for freshman eligibility may be admitted only through the provisions of sections 4.2.1.1.B., above. [US: 3/21/83 & BoT: 5/3/83; US: 4/28/86; 11/12/90; 10/11/93]

F. Transfer Students

Students at other colleges or universities, including Lexington Community College will be permitted to transfer to the University of Kentucky if they meet one of the following criteria: [US 4/10/00]

Students who would have been automatically accepted at the time they entered the first institution attended will be allowed to transfer at any time to UK provided they have a cumulative GPA of 2.0 or better for all work attempted at the last institution attended, if they have attempted at least twelve credit hours (or the equivalent thereof) at that institution. [US: 3/11/85; RC: 11/20/87]

A student who would not have been automatically accepted but has completed 24 semester hours or more and achieved a cumulative GPA of 2.0 or better for all college and university work attempted and has a cumulative GPA of 2.0 or better for all work attempted at the last institution attended will be allowed to transfer to UK. [US: 3/11/85]

G. International Students

Undergraduate international student applicants with a TOEFL score of 525 or above may be admitted. An applicant with a TOEFL score below 525 may be admitted if other factors such as previous academic record, interviews and other English tests indicate that the applicant will be academically successful. Decisions concerning admission of applicants with scores below 525 shall be made by the Admissions Committee. International students who are not admissible to the University due to their level of competency in English may apply to the University Center for English as a Second Language for instruction before applying to the University itself. Admission to the programs administered by this center does not guarantee future admission to the University. [US: 3/21/83 & BoT: 5/3/83]

4.2.1.2 Admission to Advanced Standing [SREC: 6/8/06]

Applicants for admission must present evidence that they are in good standing in every respect in the institution they last attended. At no time shall college or university records be disregarded to admit an applicant solely on the basis of his/her high school records. Credit hours for courses accepted from a junior college, or other two year colleges or branches, shall be limited to a maximum of 67 semester hours. Applicants must have maintained a grade point average of 2.0 or an average of C in all previous course work. [US: 12/13/82]

All collegiate level work taken at a fully accredited college or university is recognized credit hour for credit hour except that the dean of a college may require validation by appropriate means of course equivalencies or applicability toward degree requirements for more specialized courses. In order to be classified as fully accredited, a college or university must be a member of one of the six regional accrediting associations, such as the Southern Association of Colleges and Schools. Advanced standing from an unaccredited US college or university may be obtained by special subject examinations. [US: 12/13/82; US: 2/11/91]

4.2.1.3 NON-DEGREE STUDENTS

4.2.1.3.1 Goal [US: 10/11/93]

The goal of the University of Kentucky policy for non-degree students is to provide appropriate access to academic courses for students who would like to continue their education, but who do not wish to seek a degree. Although degree seeking students should have top priority in terms of utilization of University resources, the University does wish to provide access to these resources on a space available basis for non degree seeking students. This policy will provide reasonable access to a broader range of students without unnecessarily limiting University resources for degree seeking students.

Non-degree status affords an opportunity for individuals to pursue lifelong learning without the structure of degree seeking status and is consistent with the educational mission of this University. [US: 10/11/93; US: 4/13/98]

Most non-degree students are considered "Lifelong Learners" and include the following groups: Donovan Scholars, students who have already earned degrees and non-traditional students who wish to begin their studies as non-degree students in order to be considered for degree seeking status later. Other students eligible to enter the University in a non-degree status include visiting students from other colleges and universities, high school students of exceptional ability, and other students in special circumstances as determined by the Director, Undergraduate Admissions and University Registrar. [US: 10/11/93]

4.2.1.3.2 Rules Governing Admission of Non-Degree Seeking Students [US: 10/11/93]

To be admitted as a non-degree student, an applicant must meet the following criteria: the high school class of a non-degree applicant must have graduated at least two years prior to the applicant's anticipated semester of enrollment unless the applicant will be on active military duty during his/her tenure as a non-degree student or the applicant has been admitted by exception according to IV, 4.2.1.1. [US: 10/11/93]

Applicants who have been denied admission as degree seeking students may **not** in turn be enrolled as non-degree seeking students. [US: 10/11/93; US: 4/13/98]

Former University degree seeking students generally will not be enrolled as non-degree students without having earned an undergraduate degree. [US: 10/11/93]

University students under academic or disciplinary suspension may not be enrolled as non-degree students. [US: 10/11/93; US: 4/13/98]

Students currently under suspension at other institutions may not be enrolled as non-degree students at UK. Failure to disclose a current suspension may result in forfeiture of eligibility for future enrollment. [US: 10/11/93; US: 4/13/98]

Students are strongly encouraged to submit transcripts of high school or prior colleges at the time of admission in order to facilitate advising about appropriate coursework. [US: 10/11/93; US: 4/13/98]

4.2.1.3.3 Rules Governing Enrollment of Non-Degree Seeking Students [US: 10/11/93]

Non-degree students must meet course prerequisites or obtain the consent of the instructor to enroll in a course.

No student may continue to enroll as a non-degree student after earning 24 semester hours in this status without the special permission of the dean of the college in which the student is registered.

Credit earned as a non-degree student will be evaluated for applicability toward a degree by the dean of the college in which the student will be enrolled. Most colleges provide administrative oversight of their non-degree students. Non-degree students whose registration status does not reflect affiliation with a particular college will come

under the purview of the Associate Provost for Undergraduate Education. Successful completion of course work as a non-degree student does not ensure admission as a degree seeking student. No graduate or professional credit is awarded for courses taken while a student is enrolled as an undergraduate non-degree student. [US: 3/12/84; 10/11/93; US 4/13/98]

4.2.1.3.4 Changing Status from Non-Degree to Degree Seeking [US: 10/11/93]

Applicants who have earned fewer than 24 semester credit hours at this University must meet the University's standards for automatic acceptance as first-time freshmen. Students who have earned 24 semester hours at UK may apply for degree seeking status and will be considered as transfer students for admission purposes. [US: 10/11/93; US: 4/13/98]

4.2.1.3.5 Procedures [US: 10/11/93]

Evening-Weekend non-degree students may apply for enrollment until noon on the Saturday before classes begin each semester, although they are strongly encouraged to do so much earlier. It is preferable for students to submit applications no later than two weeks before the beginning of classes. This will provide students with maximum flexibility in making the decision to enter the University and allow sufficient time for advisors to provide appropriate and accurate advice to non-degree students and to ensure that course prerequisites have been met. [US: 10/11/93]

Non-degree students who wish to take day classes must meet regular admission deadlines for each term. They are encouraged to participate in academic advising each semester. Advisors will be assigned to these students. [US: 10/11/93]

All non-degree students who wish to continue after their first semester are expected to participate in advance registration for the following semester. [US: 10/11/93]

4.2.1.4 Admission as an Auditor

By payment of the required fees, any person may be admitted to a class or classes as an auditor. An individual who is admitted to the University as an auditor may not change from audit to credit. A student regularly enrolled in any college must apply to the dean of the college in which the student is registered in order to be an auditor. Other persons should apply to the Admissions Office.

4.2.2 SPECIFIC UNDERGRADUATE PROGRAMS

4.2.2.1 Admission to College of Nursing [US:4/12/82; US:3/10/86; US:10/14/91; US: 2/13/95; US 4/10/00]

The College of Nursing (CON) enrollment will be composed of four-year students, associate degree nursing graduates and diploma nursing school graduates. Admission to the University does not guarantee admission to the College of Nursing. Preference will be given to Kentucky residents.

Applicants must be in a state of good health enabling them to carry out the functions of the professional nurse. Routinely, each student will be required to obtain a rubella and rubeola titers, and have an annual tuberculin test or chest x-ray.

Progression to upper division courses is regulated so that the total number of full time equivalents at the beginning of the junior year does not exceed 120. Admission criteria for four types of students are presented below:

A. Criteria for Admission to the 4-year BSN Program Include: [US 4/13/98; US 4/10/06]

1. Freshman Student

Students will be admitted as freshman to a prenursing curriculum based on the following criteria:

- (a) high school grade point average of 2.5 or above on a 4.0 scale
 - (b) meeting criteria for selective admission to the University of Kentucky as established by Rule 4.2.1.1
- 2.** Selection for admission to the nursing curriculum will occur at the sophomore level for all students based on the following criteria:

- (a) a minimum cumulative grade point average of 2.5;
- (b) a grade of “C” or better in all required prenursing courses;
- (c) completion of an approved Medicaid Nurse Aid training program.

In addition, any or all of the following information may be evaluated as part of the admission application:

- (d) a writing exercise based on criteria established by the CON;
- (e) two letters of reference from individuals who can assess potential for success (e.g. teacher, employer);
- (f) an interview with members of the Admissions and Progression Committee, or their designees.

B. Criteria for Admission to the 4-year BSN Program for Transfer Students Include: [US: 4/13/98; US 4/10/00; US 4/10/06]

- 1.** for transfer students with less than 24 hours of college credit, meeting the criteria for entering freshman and a minimum grade point average of 2.5 on all college work attempted as computed by the Office of Admissions;
- 2.** for transfer students with more than 24 hours of college credit, maintaining a grade point average of 2.5 on all college work attempted as computed by the Office of Admissions;
- 3.** grades of “C” or better in all courses required for CON curriculum;

In addition, any or all of the following may be requested as part of the application:

4. a writing exercise based on criteria established by the CON;
5. two letters of reference from individuals who can assess potential for success (e.g., teacher, employer, etc.); and
6. completion of an approved Medicaid Nurse Aid training program;
7. an interview with members of the Admission and Progression Committee or their designee.

C. Students will be eligible to apply for readmission the College of Nursing after suspension from the College when they meet criteria as stated in Section B 1 and 2 of this policy.

D. A student who is a registered nurse will be considered for admission to upper division courses in the nursing program based on the following criteria:

1. For Associate Degree Nurses. The registered nurse with an associate degree in nursing from a college accredited by one of the six regional academic accrediting associations will be considered for admission with a minimum GPA of 2.5 on a scale of 4.0 in all course work attempted as computed by the Office of Admissions. NOTE: RN licensure is required prior to beginning clinical experiences.

2. For Diploma Prepared Nurses. The registered nurse who is a graduate of a diploma program will be considered for admission after earning a minimum of 60 credits which include:

- English - 6 semester credits
- Natural Sciences – 6 semester credits
- Social Sciences – 6 semester credits
- Humanities – 6 semester credits
- Nursing* - 28 semester credits

*Nursing credits may be earned from regionally accredited colleges by taking the courses or by submission of a portfolio of RN licensure and experience to the RN-BSN Option Coordinator.

All nursing courses taken in associate degree or diploma programs are considered lower-division courses and are not equivalent to upper-division courses in this program. The applicant must have at least a GPA of 2.5 on a scale of 4.0 in all college course work attempted as computed by the Office of Admissions.

a statement of academic and professional goals;

3. a letter of reference from a supervisor;

The preferred application deadline is March 1; however, applicants will be considered on a space available basis until August 1 for the fall semester. For spring semester, applications must be received by December 1. [SC: 4/24/95; US 4/10/00; SC: 10/30/06; US:5/4/09]

4.2.2.2 College of Health Sciences Professional Program

A. Freshman Admission

Admission to the University does not guarantee admission to the College of Health Sciences. Freshman applicants seeking admission to the College will be admitted if their ACT Composite Score is at or above the 50% on National Norms and if they have a minimum high school grade point average of 2.0. However, continuation into the junior year of Allied Health Programs will depend on the criteria in B below.

B. University of Kentucky Student Admission

Completion of the required number of hours of academic credit does not guarantee admission to the professional program in any undergraduate division of the College of Health Sciences. Admission to the professional program is dependent upon the availability of resources for implementation of quality instruction, and the number of students admitted will be limited by these considerations.

Students will be admitted to the professional program on the basis of their University cumulative grade point average and other criteria indicating potential for becoming successful Health Science professionals (e.g., H.S. grade point average, freshman entrance scores, grades in key courses, references, and personality inventories).

C. Transfer Student Admission

Admission to the University as a transfer student does not guarantee admission to a professional program in the College of Health Sciences. In addition to meeting the University's requirements for admissions from a University Community College or from another institution, and, in addition to the conditions stated in Senate regulations for changing from one University College to another, applicants seeking to transfer to a professional program in the College of Health Sciences will be considered on the basis of their cumulative collegiate grade point average and the criteria described in B above.

D. The deadline for application for admission for the fall semester into the Clinical Laboratory Sciences, Communications Disorders, Health Administration and Physician Assistant Studies professional programs is February 1st. The deadline for application for admission in the spring semester for the Clinical Laboratory Sciences program is October 1st. [SC: 4/24/95]

E. Medical Technology: Admissions Policy

Medical Technology will consider applicants who have completed 45 or the 60 semester hours required for admission, including three to six hours of English, nine hours of Chemistry (with laboratory), five hours of Microbiology (with laboratory) and four to six hours of Mathematics. The criteria for admission are:

1. Composite GPA of 2.5 or above.
2. Science/Mathematics GPA of 2.3 or above.

3. Three recommendations which indicate suitable ratings on the applicant's professional character, e.g., commitment, responsibility, personal relations and ability to communicate.
4. Three interviews which ascertain information on the applicant's knowledge of the profession and of the program's requirements; and, the applicant's motivation to complete the program. An average score of 70% or better is required for admission.

However, the following alternative judgments may be made relative to the above criteria.

5. If overall GPA is between 2.30 and 2.49, the applicant will not be rejected based exclusively on GPA if the ACT composite score is at or above the 50th percentile and if the transcript shows evidence of significant improvement over the last one or two semesters.
6. If the Science/Mathematics GPA is between 2.0 and 2.29, the applicant will not be rejected based on S/M GPA exclusively if there is documented evidence of at least one year experience in a clinical laboratory.
7. If the recommendations are unsatisfactory or if interview scores are less than 70%, the applicant will not be rejected based on these criteria exclusively but may be considered qualified according to committee vote based on professional judgment.

F. Health Science Educator Admissions Policy

Entry is permitted to those who complete an accredited program in a health science discipline and the Preprofessional Requirements.

An overall grade-point average of 2.0 on a 4.0 quality point scale in all course work attempted, as computed by the University Admissions Office.

References from three health professionals. [US: 4/11/83]

4.2.2.3 College of Education [US: 4/23/01]

A student must be admitted to, retained in, and successfully exit from a state-approved teacher education program in order to receive a teaching certificate. The components of an approved teacher preparation program include: 1) an earned bachelor's degree from a regionally accredited institution of higher education, 2) completion of approved teaching subject matter field(s), 3. successful completion of state mandated testing, 4) completion of a teacher preparation program, including student teaching, 5) and verification by program faculty that all applicable standards have been met.

The College of Education Certification Program Faculties, the College of Education Director of Academic Services and Teacher Certification, and the University Registrar are charged with the responsibility to monitor a student's progress through the teacher preparation program, and to recommend to the Kentucky Education Professional Standards Board (EPSB) that a successful candidate be awarded a state teaching license (certificate).

A. Continuous Assessment in Teacher Education Programs

1. A student's progress through all teacher preparation programs is continuously monitored, assessed, and reviewed. In addition to typical evaluation processes that occur as part of their course work and field placements, students will be assessed a minimum of three times during their program by representatives of their respective program faculty.
2. The three assessments will occur upon entry into the Teacher Education Program, at a midpoint in the program (no later than the semester prior to student teaching), and as students exit the program following student teaching. Assessments will include, but are not limited to: (a) appropriate scores on approved standardized tests, (b) review of grades via inspection of transcript, (c) personal and professional skills assessed during interviews with program faculty, when taking campus based courses, and during field experiences, (d) portfolio documents, and (e) continued adherence to the KY Professional Code of Ethics.
3. Following admission to a teacher education program, if problems have been identified at any assessment point, program faculty will determine a plan for addressing the problems and implement the plan including feedback and direction to the student. In addition, if specific strengths are recognized during these assessments, the student will be commended.

B. Standards For Admission To A Teacher Education Program

1. Candidates for admission must have completed at least 60 semester hours, or, if pursuing initial certification as a post-baccalaureate graduate or graduate student, must have earned a bachelor's degree from a regionally accredited institution of higher education.
2. Candidates for admission must demonstrate academic achievement by earning a minimum overall GPA of 2.50. In addition, post-baccalaureate graduate and graduate level students must demonstrate a minimum 2.50 GPA in the teaching subject matter field(s). Students seeking admission to a Master's Degree initial certification program must also satisfy UK Graduate School admissions standards.
3. Candidates for admission must certify their knowledge of the Kentucky Professional Code of Ethics and must sign a state mandated character and fitness review.
4. Candidates for admission must demonstrate aptitude for teaching by presenting three letters of recommendation from individuals who can attest to the candidate's potential success in teaching.
5. Candidates must present an Admissions Portfolio. Although the contents of the portfolio will vary by program, it will include at least the following: "best piece" sample(s) of writing in the subject matter field(s); evidence of experience with students and/or community; and a written autobiography or resume.

- 6.** Candidates for admission must demonstrate an acceptable level of skills in written communication. This will be assessed through an on-demand writing task at the time of the interview. In lieu of an on-demand task, program faculty may require that the candidate demonstrate having earned a minimum grade of 'B' in a college-level written composition course.
- 7.** Candidates for admission must demonstrate an acceptable level of skills in oral communication. This will be assessed by the program faculty at the time of the admissions interview. In lieu of assessing oral communication skills at the time of the interview, the program faculty may require that students have earned at least a 'B' in a college level public speaking course.
- 8.** Candidates for admission must present acceptable scores on one of the following standardized tests:
 - (a)** ACT, with minimum composite score of 21.
 - (b)** SAT, minimum composite score of 990 (combination of Verbal and Quantitative). A minimum grade of 'B' on a college level written composition course must accompany the SAT scores. Composition courses normally used to fulfill this requirement include ENG 101, ENG 102, ENG 105, ENG 305, or an equivalent course from another institution. Advanced Placement English used to fulfill the USP writing requirement may also be used.
 - (c)** GRE, minimum composite score of 1200 (combination of Verbal, Quantitative, Analytic). A minimum grade of 'B' on a college level written composition course must accompany the SAT scores. Composition courses normally used to fulfill this requirement include ENG 101, ENG 102, ENG 105, ENG 305, or an equivalent course from another institution. Advanced Placement English used to fulfill the USP writing requirement may also be used.
 - (d)** PRAXIS Core Battery Communication Skills (646 required) and General Knowledge (643 required) tests.
 - (e)** PRAXIS I Reading Test (173 paper or 320 computer), Mathematics (173 paper, 318 computer), and Writing (172 paper, 318 computer).

Rules which accompany the standardized testing requirements are as follows:

No standardized test scores older than eight years can be used to meet this requirement.

GRE scores may be used only by students who hold a bachelor's degree.

Students may retake subtests in multi-part tests.

Students seeking entrance to a graduate degree initial certification program must meet both the graduate school rules regarding the GRE, and College of Education rules for certificate program standardized testing.

9. For those programs requiring EDP 202 as a prerequisite for admission to teacher education, students must complete EDP 202 with a grade of C or better.

C. Retention of Candidates in Teacher Education Programs

1. The progress of candidates who have been admitted to a teacher education program is continuously monitored. Some of the items which are monitored are: (a) whether a student continues to earn grades of C or better in professional education classes, (b) whether a student continues to maintain 2.50 minimum GPAs overall, 2.50 in the professional education component as defined in the student's program description, and 2.50 in all required subject areas, (c) whether a student continues to demonstrate adherence to the EPSB Professional Code of Ethics, and (d) whether adequate progress is being made in building the Working Portfolio.

2. If problems are identified, program faculty will determine a plan for addressing the problems and implement the plan including feedback and direction to the student.

3. Prior to the student teaching semester, each candidate will be asked to provide evidence in the form of the Working Portfolio to demonstrate the acquisition of skills related to teaching in the chosen subject field, and to document progress in any identified problem areas. Each candidate's portfolio will be reviewed by the appropriate program faculty, and continued progress through the program will be contingent on the results of this midpoint review.

4. Admission to student teaching requires a successful retention review and recommendation by the program faculty that the candidate be allowed to student teach.

5. All teacher certification candidates are encouraged to complete the required state-mandated examinations prior to beginning student teaching.

D. Exit From Teacher Certification Programs

1. All candidates for completion of a teacher education program must continue to meet all standards for admission and retention at the time of exit.

2. At exit, all teacher certification candidates must present an Exit Portfolio for review by the appropriate program faculty. The exit portfolio will be organized by Kentucky New Teacher Standards and will include a mix of items selected by the candidate and required by the particular program faculty.

3. The program faculty must certify that a review of the Exit Portfolio, and other pertinent documents has demonstrated that the candidate has met all of the Kentucky New Teacher Standards as a prerequisite to recommending the candidate for a teaching license.

4. Prior to exit from the teacher certification program, candidates must have successfully completed all On-demand Portfolio Tasks required to recommending the candidate for a teaching license.
 5. Prior to exit from the teacher certification program, candidates must have successfully completed all On-demand Portfolio Tasks required by the Kentucky Education Professional Standards Board.
 6. Prior to exit from the teacher certification program all candidates must achieve required cut-off scores on all Kentucky state mandated teacher certification tests.
- E. State Mandated Testing and the Kentucky Teacher Internship**
1. Successful completion of the examinations required by the Kentucky Education Professional Standards Board is a precondition for the granting of a teaching license (certificate).
 2. Upon being recommended by the College of Education for a Kentucky Teaching License (Certificate), a candidate will be issued a Kentucky Letter of Eligibility for the Kentucky Teacher Internship Program. Upon employment in a Kentucky P-12 school, the candidate will receive a one year license to practice as a fully qualified intern teacher. After successfully completing the internship year, the candidate will be eligible for a regular Kentucky Professional Teaching License (Certificate).
 3. Information concerning licensure in other states is available from the College of Education office of Academic Services and Teacher Certification.
- F. Admission And Graduation For Secondary Education Students Not Seeking Admission To A Teacher Certification Program**
1. All students pursuing a secondary education major without teacher certification must be admitted to advanced standing as described in items 2-4 below.
 2. To be admitted to advanced standing a student must have completed at least 60 semester hours.
 3. Students must demonstrate academic achievement by earning a minimum overall GPA of 2.50 at the time of applying for advanced standing. At the time of graduation, students must demonstrate not only a minimum overall GPA of 2.50, but also a minimum GPA of 2.50 in the teaching subject matter field(s).
 4. All requests for admission to advanced standing must be reviewed by appropriate faculty advisors. Students not recommended for advanced standing by an appropriate advisor are ineligible to continue or graduate from College of Education programs.
- G. Calculation of GPAs for Admission To Initial Certification Programs**

1. GPA Rules

- (a) All candidates for admission to a UK initial teacher certification program must have earned an undergraduate cumulative GPA of at least 2.50.
- (b) In addition, candidates for admission to a graduate level initial certification program, i.e., secondary programs, vocational education, must have earned in their subject area fields a GPA of at least 2.50.
- (c) Master's degree initial certification programs require a cumulative GPA of 3.0 for all graduate work prior to admission to the program.
- (d) UK cumulative GPAs are figured using the rules of the UK Registrar.
- (e) Undergraduate initial certification programs require a UK cumulative GPA of 2.50 calculated after the completion of at least twelve semester credit hours.
- (f) All courses used to satisfy subject matter certification requirements are used to calculate subject matter GPAs. Verification of subject matter GPAs require the use of any applicable non-UK transcripts for information about grades, credit hours, and quality points.
- (g) Master's degree initial certification programs require an undergraduate overall GPA of 2.50, but do not require a UK cumulative GPA prior to admission.
- (h) Post bachelor's degree initial certification programs require an undergraduate overall GPA of 2.50, but do not require a UK cumulative GPA prior to admission.

2. Determination of GPAs for Admission to Initial Certification Programs

- (a) If the initial certification program requires a UK GPA, the GPA would be calculated using the rules of the UK Registrar.
- (b) If the initial certification program does not require a UK GPA, the required cumulative GPA of at least 2.50 is taken directly from the transcript that shows the award of the Bachelor's degree.
- (c) If an initial program requires review of the graduate GPA, all graduate courses taken on all transcripts are used to calculate the graduate GPA of at least 3.0.
- (d) Candidates for admission to a post-baccalaureate graduate initial certification program with less than a 2.50 cumulative GPA may establish a UK undergraduate GPA for the purposes of admission to the program. The UK GPA calculated for this purpose must include at least 12

semester hours taken from four sections of the UK University Studies categories and approved course lists.

(e) Subject area GPAs are calculated using all courses included on the candidate's approved subject area course listing form.

4.2.2.4 College of Human Environmental Sciences:

A. Dietetics Program (HES Coordinated Undergraduate Program in Dietetics, Option B of the Professional Dietetics Program)

Admission to the University of Kentucky of transfer students or completion of the sophomore year by continuing students does not guarantee admission to the Coordinated Undergraduate Program. Admission to the program is dependent upon the availability of resources for implementation of quality instruction and the number of students admitted will be limited by these considerations. Students who have completed the required preprofessional courses will be admitted on the basis of their cumulative collegiate grade point average and other criteria indicating potential for becoming successful dietitians (e.g., physical acceptability, references and personal interview). To be admitted into the program, a student must have a GPA of 2.4 or above and a grade of C or better on all coursework designated as major requirements. [US 12/13/99]

The deadline for application for admission in the fall semester is February 1st. [SC: 4/24/95]

B. Interior Design Courses [US: 10/8/90] [Note: In the Fall, 2002, the School of Interior Design was transferred to a new College of Design.]

1. Lower Division Admission. Admission to the University is adequate for admission to the Lower division interior design program courses (100 through 200) but does not guarantee admission to upper division studio courses (above 200 level).

2. Upper Division Admission. Admission to upper level interior design studio courses is dependent upon the qualifications and preparation of the applicant. Since the number of applicants admitted to upper level interior design studio (HED 355) will be limited, applications will be examined on a comparative and competitive basis.

To be considered for admission to upper division interior design studio (HED 355) an applicant must fulfill the following requirements:

- (a) Make application by February 1st for admission to upper division studio in the Fall Semester of the next academic year. [SC: 4/24/95]
- (b) Complete or be currently enrolled in all lower division interior design program requirements (studio and lecture).
- (c) Submit for blind review a portfolio of work completed in lower division interior design studio courses and/or an Interior Design Aptitude Test (e.g., a home project assignment and/or controlled test taken by the candidate). Specific requirements for the portfolio and review and/or

Design Aptitude Test will be available from the Human Environment Design Department office in September of each academic year.

(d) Give a verbal presentation (specific requirements available, see (c) above).

3. Transfer Students: From within the University. Transfer students from within the university must complete all lower division interior design program requirements or equivalents; make application for admission to upper division interior design studio; and complete all requirements of the portfolio review (see (a) through (d) above).

4. Transfer Students: From Other Interior Design Programs. Applicants from other Interior Design Programs must fulfill the equivalent of all lower division interior design program requirements, provide verification by transcript and meet all portfolio requirements (described above) before admittance into any upper division interior design studio. Applicants applying for a studio number higher than HED 355 must supply additional coursework in their portfolio. Application indicating applicant's intent to participate in the review process must be received no later than January 15 for admission into any upper division studio during the next academic school year.

5. Review Process. Admittance to upper division interior design studio (HED 355) will be in order of priority based on a review by the Interior Design Admissions Committee. The Committee will conduct a blind review of the applicant's portfolio. A non-blind review of each applicant's verbal presentation, grades in lower division studio and non-studio courses, and professional aptitude will also be evaluated by the Interior Design Admissions Committee. The review process will occur only once each academic year during the spring semester. Approval for admission into an upper division studio in the spring is only valid for the following fall semester. A student who is admitted to an upper level studio in the spring but who does not complete the studio the following fall must go through the portfolio review process again for admittance.

C. Hospitality and Tourism Program [US: 12/14/98]

1. Admission Requirement. The minimum grade point for entrance of all students into the Hospitality Management and Tourism Program is 2.30.

2. Progression Requirement. Students must have completed the following pre-major courses with a "C" grade or better in order to progress to courses which are major requirements: CS 101, ACC 201, ACC 202, ECO 201, ECO 202, HMT 120, HMT 270, HMT 208, NFS 204, NFS 241.

3. Graduation Requirement. Students must fulfill all prerequisites and achieve a "C" grade or better in all NFS and HMT courses which are major requirements.

4.2.2.5 College of Social Work [US: 4/12/99]

Admission to the University of Kentucky is sufficient for admission to the College of Social Work as a premajor. Social work students receive academic advising from the

College of Social Work faculty and must successfully complete the premajor course requirements before applying to the BASW degree program. The premajor course requirements are: SW124 and SW222 or SW322; an introductory psychology course; an introductory sociology course; and Bio102 and Bio103 or Bio110.

An application must be filed with the College of Social Work in order for a student to be considered for admission as a major. In general, admission as a major depends upon the qualifications and preparation of the applicant, as well as the availability of resources for maintaining quality instruction.

A. Admission Criteria to the Bachelor of Arts in Social Work Degree Program

In order to be admitted to the BASW degree program as a major, applicants must fulfill the following requirements:

1. Admission to the University of Kentucky (Students are considered for admission by the College only after acceptance by the University);
2. A grade of B or better in SW124 and SW222, or a grade of B or better in SW322, or equivalent;
3. Submission of an application form;
4. Minimum of a 2.5 cumulative grade-point average on all college work attempted as computed by the Registrar's Office;
5. Ability to articulate reasons for choosing social work as a career, as evidenced in an essay.
6. A passing grade in the introductory psychology course, sociology course, and in the required biology courses.

Applications for admission to the College of Social Work must be received by the Records Office of the College of Social Work no later than May 1 for summer sessions, August 1 for the fall semester, and December 1 for the spring semester.

Individuals who do not meet the admissions criteria may submit additional materials to the College's Admissions Exceptions Committee. Admission may be granted if there is persuasive evidence of both the capability and motivation to undertake successfully the BASW degree program.

4.2.2.6 Honors Program

To be admitted to the Honors Program, entering freshmen should generally have a high school grade point average of 3.5 or better and a composite ACT score of 28 or better. Students entering the program after the freshman year must have a cumulative University grade point average of 3.0 or better. [US: 2/10/79; US: 3/7/88; US: 4/8/91]

4.2.2.7 Landscape Architecture Program

Admission to the University and the College of Agriculture does not guarantee admission to the Landscape Architecture Program. All applicants must apply to the Landscape Architecture Program Chair. The number of applicants ultimately admitted is determined by the resources available to provide high quality instruction. Applicants will

be reviewed on a comparative basis. Determination of acceptability into the Program is based on the following:

A. Entering Freshmen [US: 4/10/95]

Entering freshmen must meet the minimum criteria for admission to the University as specified by the University Senate.

The probability of their success in a professional program in Landscape Architecture shall be predicted by aptitude testing mechanisms. The following are informative tools with reliable forecasts of potential student success: (1) "The Architectural School Aptitude Test" (section II, III, IV, V, and VII); (2) Watson Glaser "Critical Thinking Appraisal"; (3) Differential Aptitude Test "Spatial Relations" and "Abstract Reasoning." The faculty continually appraises reliability of these tests and may substitute others as necessary.

Students are required to submit statements as to their understanding of the profession of Landscape Architecture and reasons for pursuing this career. In cases of tied or very close scores on the above testing, these statements may be used to determine the greater level of potential success or an interview may be required.

B. Transfers: Other Degree Programs [US: 4/10/95]

Applicants from other programs will be evaluated in order of priority on the following criteria:

Candidates must be eligible for admission or readmission to the University according to the specified standards set forth by the University Senate. The Landscape Architecture program will require a minimum of 2.0 grade point average (on a 4.0 scale) for eligibility to transfer into the programs. The probability of their success in a professional program in Landscape Architecture shall be predicted by aptitude testing mechanisms. The following are informative tools with reliable forecasts of potential student success: (1) "The Architectural School Aptitude Test" (sections II, III, IV, V, and VII); (2) Watson Glaser "Critical Thinking Appraisal"; (3) Differential Aptitude Test "Spatial Relations" and "Abstract Reasoning." The faculty continually appraises reliability and validity of these tests and may substitute others as necessary.

Students with a background in related design fields may submit available work such as a portfolio or other work examples as an indication of potential success.

Students are required to submit statements as to their understanding of the profession of Landscape Architecture and reasons for pursuing this career. In cases of tied or very close scores on the above testing, these statements may be used to determine the greater level of potential success.

C. Transfers: Other Landscape Architecture Programs [US: 4/10/95]

Students in this category will be considered, in order of priority, on the basis of the following criteria:

The student must be eligible for admission into the University according to the standards specified by the University Senate. The Landscape Architecture Program requires a minimum of a 2.0 grade point average (on a 4.0 scale) for eligibility to transfer into the program.

A review of the students' portfolios will determine acceptance into the program as well as the level to which they will be accepted.

The combined review of courses completed and the portfolio will determine acceptance into the program as well as the level to which they will be accepted.

4.2.2.8 College of Architecture [US: 11/11/91]

[Note: In the Fall, 2002, the College of Architecture was changed to the School of Architecture and will be administratively housed in the new College of Design] Admission to the University does not guarantee admission to the College of Architecture. All applicants seeking admission to the College must make application to the College of Architecture Admissions Committee. Admission is dependent upon the availability of resources for the implementation of adequate instruction; the number of applicants admitted will be limited by this consideration. Applicants will be examined on a comparative and competitive basis.

A. Beginning Freshmen

Freshman candidates will be admitted in order of priority on the basis of the following criteria, employed together in combination:

1. Their potential for general academic achievement indicated by their high school grade point average and freshman entrance examination scores (ACT/SAT). As a rule, the minimum academic standards acceptable to the College of Architecture Admissions Committee will be the same as those determined by the Senate Council to apply to the admission to the University of freshmen students. In the event, however, that the College Admissions Committee finds clear indications of probable success in the College from its review of the other evidence pertaining to a candidate who would generally be denied admission through failure to meet these minimum criteria, an exception may be made to this rule.
2. The probability of their success in a professional program in architecture as predicted by the Architecture Admission Test.
3. Comparative measures of their aptitude and motivation derived by the College Admissions Committee from supplementary tests (e.g., a home project assignment and/or a controlled test taken by the candidate on the same day and at the same place as test in 2 above) and, in certain cases of indecision and circumstances permitting, personal interviews.

Freshman candidates must submit a formal application to the College of Architecture Admissions Committee not later than March 1 for admission to the College in the following Fall Semester. [US: 4/10/95]

B. Transfer Students: Other Educational Programs

Applicants seeking to transfer to the College of Architecture from another University College, from a University Community College or from another institution will be considered in order of priority on the basis of the following criteria employed together in combination:

1. The indications of their general academic performance as reflected by their cumulative collegiate grade point average, and the indications of specific interests and aptitudes as reflected by their grades in certain critical disciplines (e.g., biology, foreign languages, freehand drawing, mathematics, philosophy, physics, etc.). As a rule, the minimum academic standard acceptable to the College of Architecture Admissions Committee will be a cumulative grade point average of 2.0 on a 4.0 scale, or an average of C, in all previous college work. In the event, however, that the College Admissions Committee finds clear indications of probable success in the College from its review of the other evidence pertaining to a candidate who would generally be denied admission through failure to meet these minimum criteria, an exception may be made to this rule.

2. The probability of their success in a professional program in Architecture as predicted by the Architecture Admissions Test.

Any applicant who is successful in the Architectural School Aptitude Test but who has a University GPA of less than 2.0 will not be accepted to begin work in the College of Architecture. However, a one year deferment of admission may be granted pending grade improvement to at least 2.0. This requirement may be waived by the Dean of the College of Architecture under extraordinary circumstances.

3. Other indications of their aptitude and motivation as may be available (e.g., a portfolio of work, references, experience in building construction or related fields, etc.).

4. Comparative measures of their aptitude and motivation derived by the College Admissions Committee from supplementary tests (e.g., a home project assignment and/or a controlled test taken by the candidate on the same day and at the same place as test in 2. above) and, in certain cases of indecision, and circumstances permitting, personal interviews.

Transfer students in this category must submit a formal application to the College of Architecture Admissions Committee not later than April 1 for admission to the College in the following Fall Semester. [US: 4/10/95]

Students who have been admitted to and have completed some professional courses within the College of Architecture and have withdrawn from the University for a period of three years or more, or who have not taken professional courses within the College of Architecture but remain in the University for a period of two years or more, may not re-enter the program without the consent of the Dean of the College of Architecture, which would be given only under extraordinary circumstances.

C. Transfer Students: from Other Architecture Programs

Students in this category will be considered in order of priority on the basis of the following criteria employed together in combination:

1. The indications of their general academic success and their success in a professional program in architecture as reflected by their cumulative collegiate grade point average. As a rule, the minimum academic standard acceptable to

the College of Architecture Admissions Committee will be a cumulative grade point average of 2.0 on a 4.0 scale. In the event, however, that the College Admissions Committee finds clear indications of probable success in the College from its review of the other evidence pertaining to a candidate who would generally be denied admission through failure to meet these minimum criteria, an exception may be made to this rule.

Any applicant who is successful in the Architectural School Aptitude Test but who has a University GPA of less than 2.0 will not be accepted to begin work in the College of Architecture. However, a one year deferment of admission may be granted pending grade improvement to at least 2.0. This requirement may be waived by the Dean of the College of Architecture under extraordinary circumstances.

2. A review of their portfolio of work in architecture.
3. Letters of reference from four previous instructors in architecture, and others from teachers, practitioners or related professionals for whom they may have worked.
4. In certain cases of indecision, and circumstances permitting, personal interviews.

The College of Architecture Admissions Committee reserves the right to place accepted students in this category in the component or components of the College program best suited to the background and previous development of the students.

Transfer students in this category must make formal application to the College of Architecture Admissions Committee not later than April 15 for admission to the College in the following Fall Semester.

4.2.2.9 Gatton College of Business and Economics [US: 9/8/80; US: 4/13/87; US: 11/14/88; US: 9/13/99]

Admission to the University is sufficient for lower-division admission to the Gatton College of Business and Economics for students with less than a junior standing. However, lower-division admission to the College or any admission to the University does not guarantee upper-division admission to one of the degree programs in the Gatton College of Business and Economics. In general, admission depends upon the qualifications and preparation of the applicants, as well as the availability of the resources for maintaining quality instruction.

Upper-division admission into a degree program is necessary in order to be granted a baccalaureate degree from the Gatton College of Business and Economics. Students who have attained a 3.0 or higher cumulative grade-point average overall and in the English/premajor component required of all students in the Gatton College of Business and Economics and have completed 60 semester hours of college-level credit will be assured admission.

Annually the Gatton College of Business and Economics will review the admission requirements and determine the cumulative grade-point average (Annual Admission GPA), if any, that would be acceptable below the 3.0 standard. The Annual Admission

GPA (both overall and in the English/premajor component) will be no lower than 2.5 (see *Appeal Process* for special circumstances). This GPA will be made available in the Undergraduate Advising Office of the Gatton College of Business and Economics by October 15 of each year. This GPA will be effective the following May 1st. The GPA would be effective for any student applying for upper-division admission to the Gatton College of Business and Economics, regardless of the time of her/his enrollment in the University.

To be considered for upper-division admission to any of the undergraduate degree programs offered by the Gatton College of Business and Economics, an applicant must fulfill the following requirements: [US 4/13/87; US 9/13/99]

- A.** Enrollment in the University of Kentucky. (Students are considered for acceptance by the College only after acceptance by the University of Kentucky.) [US 4/13/87; US 9/13/99]
- B.** Completion of 60 semester hours with a minimum cumulative grade-point average of 3.0 or the current Annual Admission GPA, whichever is lower; [US:4/13/87; 9/13/99]
- C.** Completion of the English/premajor component required of all students within the Gatton College of Business and Economics with a minimum grade-point average of 3.0 or the minimum current Annual Admission GPA, whichever is lower. (The courses meeting the English/premajor requirements are listed under *Graduation Requirements*.) [US 9/13/99]
- D.** Submission of an application form to the Gatton College of Business & Economics. The application is available in the college's Undergraduate Advising Center. [US: 9/13/99]

Applications from students outside the University of Kentucky seeking admission to the Gatton College of Business and Economics, whether for upper-division or lower-division status, must be received by the University Admissions Office no later than April 15th (4-week intersession); May 15th (8-week summer session); August 1st (fall semester); and December 1st (spring semester). [US 9/13/99]

Students enrolled in other UK colleges on campus should apply for admission prior to the priority registration period. (The appropriate deadlines are listed in the University calendar for approved times to change major.) [US 9/13/99]

Lower-division students enrolled in the Gatton College of Business and Economics should apply for upper-division admission to the college during the semester they are completing the English/premajor coursework. The application for upper-division admission should be made before the priority registration period for the upcoming semester. [US 9/13/99]

Lower-division students in the College who are missing no more than two English/premajor courses will be permitted to complete these courses simultaneously with enrollment in restricted coursework if they are otherwise eligible. Eligibility is determined by attainment of junior standing and the minimum cumulative and

English/premajor grade-point standings. This privilege will be granted for one semester only. [US 9/13/99]

Students not admitted to an upper-division program in the Gatton College of Business and Economics should be aware that others may be given preference for enrollment in the unrestricted upper-division courses offered by the Gatton College of Business and Economics. [US 9/13/99]

Enrollment in restricted Business and Economics courses numbered 300 or above will be limited to:

1. Upper-division Business and Economics students; [US 9/13/99]
2. Lower-division Business and Economics students who are missing no more than two English/premajor courses and are otherwise eligible for upper-division status. (This privilege will be granted for one semester only.) [US 9/13/99]
3. Non-Business and Economics students who are registered for specific programs requiring Business and Economics courses; [US 9/13/99]
4. Other students or categories of students with specific permission of the department offering the course. [US: 4/13/87; US 9/13/99]

In the event of capacity limitations, enrollment preference would be made in the above order. [US 9/13/99]

An applicant from a non-English speaking country is required to take the Test of English as a Foreign Language (TOEFL) and must have a minimum score of 550 in order to be considered for admission. (An equivalent score from another English proficiency test similar to TOEFL may be allowed upon request.) [US 9/13/99]

Appeal Process

Students with a GPA below the Annual Admission GPA may appeal for admission into the Gatton College of Business and Economics. If the Appeals Committee feels that there is persuasive evidence that personal, academic or professional circumstances have affected a student's grade and if the Appeals Committee feels that the student shows promise for successful completion of a degree in the Gatton College of Business and Economics, acceptance may be granted. Materials and information necessary for the appeals process are available in the Undergraduate Advising Office. The deadline for the submission of the appeals is generally 45 days prior to the beginning of the semester; however, appeals materials are not accepted for the 4-week intersession. [US 9/13/99]

4.2.2.10 College of Engineering [US: 4/25/84; 2/12/96; US: 5/7/07]

Admission to engineering standing in a degree program is necessary in order to be granted a baccalaureate degree in engineering or computer science. Specific departmental requirements for admission to engineering standing are noted below. The same criteria are applied to transfer students with the equivalence of courses determined by the Director of Undergraduate Studies. A student must apply to the specific department for admission to engineering standing. Note: The cumulative grade-

point average includes all listed college-level work taken at the University of Kentucky or elsewhere.

Students can request qualification for engineering standing after completing the required set of standing courses in the first three semesters of the published curriculum in their chosen program. Each program can specify its engineering standing requirements, but no program may specify a GPA higher than 2.5 for engineering standing.

Requirements by a program for engineering standing may include many items, such as courses counted in the first three semesters, repeat options allowed, number of applications for engineering standing allowed, restrictions on taking upper-level courses, minimum course grades, etc. A student should refer to the Bulletin and the undergraduate advisor in their program of choice to identify the specific requirements.

A. Biosystems and Agricultural Engineering

Completion of a minimum of 35 semester hours acceptable towards the degree in biosystems and agricultural engineering with a minimum cumulative grade point average of 2.50. Completion of ENG 104, MA 113, MA 114, MA 213, CHE 105 and PHY 231 with a minimum cumulative GPA of 2.5 in these courses. University repeat options may be utilized as appropriate. Students who do not meet these GPA requirements may request consideration based upon departmental review if both of these GPA values are 2.25 or greater.

B. Chemical Engineering

Completion of CHE 105, CHE 107, CHE 115, MA 113, MA 114, MA 213, PHY 231, PHY 241, ENG 104 with a minimum cumulative grade point average of 2.50 in these courses. Completion of CME 199 and CME 200 with grades of C or better. University repeat options may be applied as appropriate.

C. Civil Engineering [US: 4/13/98; US: 11/12/01]

Completion of CE 106, CE 120, CE 211, CHE 105, CHE 107, EM 221, ENG 104, MA 113, MA 114, MA 213, PHY 231, PHY 241 with a minimum cumulative grade point average (GPA) of 2.50 in these classes and a C or better in each of them as well as 45 hours or more semester credit hours. University repeat options may be utilized. Students who do not meet this GPA requirement may request consideration based upon departmental review if this core GPA is 2.25 or greater. Students are limited to two applications for engineering standing.

D. Computer Engineering

Completion of a minimum of 35 semester hours acceptable towards the degree in engineering with a minimum cumulative grade point average of 2.50. Completion of MA 113, MA 114, MA 213, PHY 231, CHE 105, and ENG 104 with a minimum cumulative GPA of 2.50 in these courses. Completion of EE 211, EE 280, CS 115 and CS 215 with a minimum cumulative GPA of 2.50 in these courses. University repeat options may be utilized as appropriate. In addition, the Electrical and Computer Engineering Department will not permit a third admission into any of these courses. Students who do not meet these GPA requirements may request consideration based upon departmental review if the first two GPAs are 2.25 or greater and they receive a C or better in EE 211, EE 280, CS 115 and CS 215.

E. Computer Science

In order to graduate and take most of the 300-level and above computer science courses, a student must attain engineering standing. To attain engineering standing a student must complete the following courses with a grade point average of at least 2.50: ENG 104 Writing: An Accelerated Foundational Course; MA 113 Calculus I; MA 114 Calculus II; CS 100 The Computer Science Profession; CS 115 Introduction to Computer Programming; CS 215 Introduction to Program Design, Abstraction, and Problem Solving; CS 275 Discrete Mathematics; PHY 231 General University Physics; PHY 241 General University Physics Laboratory.

F. Electrical Engineering

Completion of a minimum of 35 semester hours acceptable towards the degree in engineering with a minimum cumulative grade point average of 2.50. Completion of MA 113, MA 114, MA 213, PHY 231, CHE 105 and ENG 104 with a minimum cumulative GPA of 2.5 in these courses. Completion of EE 211 and EE 280 with passing grades. University repeat options may be utilized as appropriate. In addition, the Electrical and Computer Engineering Department will not permit a third admission into any of these courses. Students who do not meet these GPA requirements may request consideration based upon departmental review if the first two GPAs are 2.25 or greater and they receive a C or better in both EE 211 and EE 280.

G. Materials Engineering

Completion of CHE 105, CHE 107, CHE 115, MA 113, MA 114, MA 213, PHY 231, PHY 241, ENG 104 with a minimum cumulative grade point average of 2.50 in these courses. Completion of MSE 201 with a grade of C or better. University repeat options may be applied as appropriate. [US 4/10/00]

H. Mechanical Engineering

Mechanical Engineering students must have completed at least 35 semester credit hours applicable to the degree program with a minimum cumulative GPA of 2.5. In addition, completion of ME 101, ENG 104 (or ENG 101 and ENG 102), , CHE 105, MA 113, MA 114, MA 213, PHY 231 and PHY 241 with a minimum cumulative GPA of 2.5 in these courses is required. Transfer students who have received more than 35 hours transfer credit in the degree program will be considered without the inclusion of ME 101. A student may exercise one of his/her official University of Kentucky repeat options to improve this grade point average. Written request for exception to the allowed number of repeats should be submitted to the Director of Undergraduate Studies. In no case will there be an exception made to the minimum acceptable grade point averages listed above. [US: 12/13/99]

I. Mining Engineering

Completion of a minimum of 35 semester hours acceptable towards the degree in mining engineering with a minimum cumulative grade point average of 2.5. Completion of ENG 104, MA 113, MA 114, MA 213, CHE 105, and PHY 231 with a minimum cumulative GPA of 2.50 in these courses. University repeat options may be utilized as appropriate. Students who do not meet these GPA requirements may request consideration based upon departmental review if both of these GPA values are 2.25 or greater.

4.2.2.11 School of Music [10/12/81]

Admission to the Bachelor of Arts in Music program or to the Bachelor of Music program is granted only after the successful completion of an audition in the student's applied area.

4.2.2.12 Five-Year Professional Program in Accountancy [US: 4/13/87]

Applications for admission into the Five-Year Professional Program in Accountancy must be made during the first four weeks of the semester following the completion of 72 credit hours.

The applicant shall have: (a) completed the university studies component of the curriculum plus ACC 301 and ACC 324 and (b) earned a GPA of 3.00 overall and 3.25 in Accounting.

An appeals mechanism will be established for those students who do not meet the above criteria but wish to be considered for admission as exceptions to the criteria. A written appeal must be received by an appeals body one month prior to the beginning of the semester for which the student is seeking admission.

4.2.2.13 College of Communications and Information Studies (CIS) [US: 12/7/87; US: 5/5/03]

A. Admission to the College of Communications and Information Studies Degree Programs

In order to be admitted to any of the four undergraduate majors (Communications, Integrated Strategic Communications, Journalism, or Telecommunications) offered by the College of Communications and Information Studies (CIS), an applicant must fulfill the following requirements:

1. enrollment in the University of Kentucky (students are considered for acceptance by the College only after acceptance by the University).
2. completion of 45 semester hours of course work;
3. minimum 2.6 cumulative grade-point average;
4. completion of appropriate premajor requirements as stated below for each major:
 - (a) Communication—completion of COM 101; COM 181 or 287; COM 252; ENG 203 or ENG 205 or JOU 204; STA 200 or above (e.g. STA 200, STA 291) with a minimum cumulative GPA of 3.00 or greater in these courses.
 - (b) Journalism—completion of JOU 101, JOU 204 (grade counts double) and any political science course with a minimum cumulative GPA of 3.00 or greater in these courses.
 - (c) Integrated Strategic Communication—completion of PSY 100, ISC 161, and ISC 261 or JOU 204, and a statistics course (e.g. STA 200, STA 291) with a minimum cumulative GPA of 3.00 or greater in these courses.

(d) Telecommunications—completion of CS 101, TEL 101, TEL 201, and a statistics course (e.g. STA 200, STA 291) with a minimum cumulative GPA of 3.00 or greater in these courses.

5. completion of the University Studies Program requirements in Math (I), Foreign Language (II), Inference-Logic (III), Written Communication (IV), and Social Sciences (VII), plus 6 more hours from Natural Sciences (VI) and/or Humanities (VIII).
6. submission of an application form

Students meeting these requirements will be designated as "majors" or as students with Upper-Division standing in the program to which admission is granted. Any student not meeting one or more of these requirements may be granted "premajor" status in one of the majors.

In the admission considerations, when personal, academic professional, or intellectual circumstances tend to discount lower academic scores, admission may be granted if there is other persuasive evidence of both the capability and motivation to undertake successfully a program in the College of Communications and Information Studies (CIS).

B. Enrollment in Upper Division College of Communications and Information Studies (CIS) Courses [US 4/12/04]

Enrollment in College of Communications and Information Studies (CIS) courses numbered 300-599 will be limited in order of priority to:

1. majors and minors in a College of Communications and Information Studies (CIS) degree program;
2. non-College of Communications and Information Studies (CIS) students who are registered for specific programs requiring College of Communications and Information Studies (CIS) courses;
3. other students or categories of students with the express permission of the department offering the course (departments may choose to declare certain courses as open enrollment courses).

C. Admission to Graduate Programs

Admission materials for the MA and PhD programs in Communication are due by February 1 each year.

1. **Admissions Policy & Process.** [US: 3/20/89; 2/10/92; SC: 4/24/95; US: 4/12/04] Applications from students outside the University of Kentucky seeking admission to the College of Communications and Information Studies, whether for lower-division or upper-division status, must be received by the University of Kentucky Admissions Office no later than April 1 (for summer sessions), August 1 (for fall semester) and December 1 (for spring semester).

Students enrolled in other UK colleges on campus may apply for admission during the first week of fall and spring semesters, or *prior to* the priority registration period. The appropriate deadlines are listed in the University calendar as approved times to change majors.

2. Applicants Automatically Accepted. Assuming all else in order, applicants with a 2.60 or above undergraduate grade point average will be accepted. Once accepted, each student will be assigned a major advisor by the appropriate department office.

3. Admission Based Upon Departmental Review. Students who do not meet one or more of the requirements for admission, but who feel that this is due to extenuating personal, academic, professional, or intellectual circumstances, must describe these circumstances in detail in a separate letter of appeal. These circumstances will be considered by the Admissions Committee of the appropriate program. This committee will be appointed by the Chairperson of the program. The applicant will be informed in writing of the committee's decision, which also will be forwarded to the College's Office of Undergraduate Studies.

4. Advising of Premajors. During pre-registration periods, advising of premajors will normally be accomplished via collective advising sessions held by each academic unit. Individual advising will be available for those with special problems. For periods between advance registration, including registration at the beginning of each semester, each academic unit is expected to furnish at least one faculty or staff member to advise premajors.

4.2.2.14 College of Fine Arts, Arts Administration

To be admitted into the Arts Administration Program as a major, an applicant must first:

- A. be enrolled in the University of Kentucky:
- B. complete 45 semester hours of course work.
- C. have a minimum 2.8 cumulative grade point average.
- D. complete premajor core requirements (AAD 200 and 202, and one of the following: COM 181, COM 287, TA 225), plus ACC 201 and ECO 201 with a cumulative grade point average of 3.0.
- E. submit an application form.

Students meeting these requirements will be accepted as majors in the program. Applications for admission must be submitted before the end of the semester prior to a student taking an upper division Arts Administration course.

Students who want to be a major, but have not met one or more of the above requirements will be designated as "pre-majors." There is no application procedure for students to become Arts Administration pre-majors. Upon their request, premajors will be assigned Arts Administration advisors and advising folders will be created for them.

4.2.3 PROFESSIONAL COLLEGES

4.2.3.1 College of Law

In addition to the general requirements for admission to the University, an applicant for admission to the College of Law must meet the following requirements:

- A.** The applicant must have a bachelor's degree from an accredited institution.
- B.** The applicant must have taken the Law School Admissions Test. [SC: 4/3/98]
- C.** The applicant must have registered with the Law School Data Assembly Service and furnished the necessary transcripts such registration requires.

The College of Law Admissions Committee considers and makes recommendations to the Dean on an applicant's undergraduate grade record, the Law School Admission Test score, the writing ability score, and other factors indicative of the applicant's aptitude for law study. The Committee examines with particular care the grade average for the most recent semesters of undergraduate study, recommendations of faculty, the nature and difficulty of course work attempted in pre-law study, undergraduate extracurricular activities, and work experience. The Committee also considers post-baccalaureate experiences where such experiences, in the Committee's determination, indicate a development of aptitude for the study of law. The Committee will review the file of an applicant to determine whether personal, academic, professional, or intellectual circumstances tend to discount low academic or LSAT scores and give evidence of both the capability and motivation to do successful law school work. The Committee may also consider factors which bear on the provision of adequate legal services to all segments of Kentucky.

Statement of Admissions for Application to Transfer

Applicants for transfer from a law school should present a 2.7 average on at least 25 hours of law school work at a school accredited by the American Bar Association or the Association of American Law Schools. The Admissions Committee will consider and recommend to the Dean the applicant's law school record as well as all factors the Committee considers in an application for the entering class. [US: 5/2/77]

4.2.3.2 College of Pharmacy

The College offers two degree programs, the Bachelor of Science in Pharmacy (B.S.) and the Doctor of Pharmacy (PharmD.). Each program has its own admission requirements.

A. Requirements for Admission to the B.S. Program

In order to be considered for admission to the B.S. program, the applicant must have achieved a grade point average of at least 2.50 in at least 66 credit hours of acceptable college work, including: two semesters of general chemistry--with laboratory, including qualitative analysis; two semesters of organic chemistry--with laboratory; two semesters of general physics--with laboratory; two semesters of English composition (or otherwise have met the University English requirement); two semesters of biology--with laboratory; one semester of microbiology--with laboratory; one semester of mathematics (analytics and calculus); one semester of principles of economics; and additional courses needed to complete the University Studies requirement.

Applications for admission to the B.S. program are reviewed and evaluated by the College of Pharmacy's B.S. Admission Committee on a comparative and competitive basis. Criteria used by the Committee in judging the applicant's qualifications for admission are: 1) the applicant's previous academic record; 2) the applicant's potential for academic achievement; and 3) an assessment of the applicant's communicative skills, integrity, commitment, dedication, motivation, character, maturity and emotional stability as determined by letters of recommendation, and applicant's formal motivation letter and by personal interviews.

The deadline for application for admission for the fall semester is February 1st. [SC: 4/24/95]

The number of students admitted to the B.S. program in the College of Pharmacy each year is dependent upon the availability of resources (faculty, clinical facilities, space) for implementation of a quality educational program. Therefore, previous admission to the University does not guarantee admission to the College of Pharmacy.

Priority for admission will be awarded to those applicants who complete all pre-pharmacy requisites by the end of the spring semester (or quarter) preceding the fall admissions.

The admission of non-residents of Kentucky to the B.S. program in the College of Pharmacy generally will be limited to no more than 10%. Priority for the admission of non-residents will be given to those who have completed their pre-pharmacy course work on the Lexington campus and/or to those who have exceptional qualifications of academic excellence.

The B.S. Admission Committee cannot consider applications for transfer from other colleges of pharmacy when the applicant has previously been denied admission to this College's B.S. program or when the maximum number of students are already enrolled in the program.

B. Requirements for Admission to the PharmD. Program

Admission to the PharmD. degree program is available to selected highly qualified individuals holding a Bachelor of Science in Pharmacy degree from a college of pharmacy accredited by the American Council on Pharmaceutical Education, or to selected highly qualified students who are currently enrolled in the University of Kentucky College of Pharmacy and have completed the fourth year of the B.S. in Pharmacy curriculum.

The number of students admitted to the PharmD. degree program is limited, and depends upon the availability of resources (faculty, clinical facilities, space) for the implementation of a quality educational program.

Applicants for admission to the PharmD. degree program are reviewed and evaluated by the College of Pharmacy PharmD. Admission Committee on a comparative and competitive basis. The Committee ordinarily denies admission if the cumulative pharmacy grade point average is less than 3.0. The applicants who are judged by the Committee to be the most qualified are invited for personal interviews after which the final selections are made. Criteria used by academic and professional achievements

are an assessment of the applicant's communicative skills, integrity, commitment, dedication, motivation, character, maturity and emotional stability as determined by letters of recommendation, the applicant's formal letter of application and personal interviews. [US: 10/9/78]

4.2.3.3 College of Medicine

Applicants for admission to the College of Medicine, in addition to meeting general University requirements, must meet the requirements of the College of Medicine and be accepted by the Medical Colleges Admissions Committee. Applicants normally will be required to have taken the MCAT and to have completed a liberal arts degree program in an accredited college of arts and sciences. However, consideration may be given to applicants who have completed only two or three years of college if their academic background and other credentials demonstrate superior ability. Applicants must be prepared with the following minimal requirements or their equivalent: two semesters of physics which includes laboratory work; two full-year courses in chemistry with laboratory, including organic chemistry; two semesters of biology with laboratory; and one year of English with emphasis on communicative skills.

4.2.3.4 College of Dentistry

Admission Guidelines, Doctor of Dental Medicine Program [US: 11/8/99]

- A. Number of Years:** Bachelor's degree desired
- B. Limitations on Junior College Hours:** 60 semester hours maximum
- C. Required Courses:**
- | | |
|---|---------|
| General Biology with lab* | (2 / 3) |
| General Chemistry with lab* | (2 / 3) |
| Organic Chemistry with lab* | (2 / 3) |
| Physics with lab* | (1 / 2) |
| English Composition with emphasis
on Communication Skills* | (2 / 3) |

*or equivalent

D. Suggested Additional Preparation

Applicants are encouraged to pursue a well-rounded curriculum including courses both in the sciences and the humanities. Applicants are encouraged to take additional basic science courses. Examples of courses that will be helpful include biochemistry, microbiology, immunology, genetics, cell biology, molecular biology, and physiology. An applicant's curriculum will be enriched if she or he also takes courses or has experiences that expand social awareness and ensure manual dexterity. Examples of such enriching courses include courses in the social sciences, history, literature, economics, philosophy, and psychology.

E. Other Selection Factors

Since a caring attitude is central to the practice of dentistry, applicants should demonstrate a commitment to service and a desire to help others. Applicants may wish to highlight volunteer and service activities. Applicants shall gain exposure to the practice of dentistry through observation experiences. We are interested in assembling

a student body that includes students from a wide range of urban, rural, economic, and cultural backgrounds.

The University of Kentucky College of Dentistry will consider for admission any applicant who demonstrates the ability to perform or to learn to perform, the skills listed in the College's Technical Standards policy. The specific standards are included in the new *College Bulletin* and *Student Handbook*. Applicants are not required to disclose the nature of any disability, but an applicant with questions about these technical requirements is strongly encouraged to discuss the issue with the Assistant Dean for Student Affairs. If appropriate, and upon the request of the applicant, student or faculty, reasonable accommodations for a disability will be provided.

F. DAT or Canadian DAT

Mandatory; scores of 17 or higher preferred

G. GPA

3.0 or higher preferred

4.2.4 CHANGE OF MAJOR AND TRANSFER BETWEEN COLLEGES

Students eligible to attend the University may change major or transfer from one college to another, including professional colleges, at any time, except for the period in the spring and fall semesters beginning four weeks prior to the start of priority registration and running through the last day of secondary registration windows (as determined by the Registrar). In every instance the entrance requirements of the major and/or of the college to which the student is transferring must be satisfied, except as provided in SR 5.3.1.6. [US: 4/14/86, 4/14/03]

4.2.5 GRADUATE SCHOOL

Students seeking admission to the University of Kentucky Graduate School must hold a baccalaureate degree from a fully accredited institution of higher learning. All applicants for admission to a graduate degree program must have an undergraduate grade point standing of at least 2.75, and a graduate grade point standing (if applicable) of at least 3.0 on a basis of 4.0. Furthermore, all applicants must submit scores on the verbal, quantitative and analytical portions of the aptitude section of the Graduate Record Examination (GRE). This rule may be waived in individual cases upon recommendation of the Director of Graduate Studies in the individual department or program. However, in cases where waivers are granted, the GRE scores must be submitted before the end of the first semester of graduate study. The advanced portion of the GRE may be required by individual programs. A student with a grade point average of less than 2.75, or a graduate of a non-accredited institution, may be admitted or provisionally admitted, only after the (GRE) and other evidence acceptable to the program and the Dean of the Graduate School is submitted indicating that the student is capable of doing satisfactory graduate work. Individual programs may establish higher requirements. [US: 10/12/98]

A graduate program faculty may petition the Graduate Council to allow its applicants to substitute another standardized exam for the GRE. A graduate program faculty may also petition the Graduate Council to exempt all of its applicants from the requirement to submit GRE scores; for such a petition to be successful, the program must show that the GRE is not useful in its admissions process. Either type of petition must be

transmitted by the Dean of the College in which the program resides to the Graduate Council. The Graduate School will continue to require GRE scores for all Graduate School fellowship applications.

4.2.5.1 Provisional Graduate Student

A student who wishes to pursue a higher degree, but who, for one or more of the reasons listed below, is temporarily ineligible for regular admission status may be recommended by the Director of Graduate Studies as a provisional student:

- A.** Missing transcripts or other requirements for admission such as letters of recommendation.
- B.** Temporary waiver of the Graduate Record Examination.
- C.** Deficiencies determined by the programs.
- D.** Temporary ineligibility for regular admission status because program only reviews applications once a year.
- E.** Graduating University of Kentucky seniors lacking no more than six hours for graduation; the consent of the college dean and the Dean of the Graduate School and the approval of the Director of Graduate Studies are necessary. Such students may take no more than 12 credit hours and must complete the undergraduate degree during the semester in which they enroll in the provisional status. (See also Section 4.2.5.4.)

Provisional status will be allowed for a maximum of one semester or for the time required to complete 12 hours of work. After this time the student's performance will be reviewed, and within 30 days after the beginning of the semester immediately following and on the recommendation of the Director of Graduate Studies he or she will either be given regular status or removed from provisional status.

4.2.5.2 Post-baccalaureate Students

Students who hold a baccalaureate degree and who wish to take graduate courses with no intention of pursuing a higher degree in a program may apply for admission as a post-baccalaureate student.

A post-baccalaureate student may take an unlimited number of courses. If the student later decides to work toward a degree, only nine hours of credit earned with a grade of A or B may be transferred into a program with the approval of the Director of Graduate Studies and the Dean of the Graduate School. The time limit for the intended degree will begin from the term of the first course transferred

Permission to enter any graduate class as a post-baccalaureate student will be granted only if the student meets the prerequisites and if space is available.

4.2.5.3 Regular Graduate Student

Satisfied all requirements for admission and accepted by the program. [US: 2/12/79]

4.2.5.4 Combined Bachelors/Masters Degree Program--University Scholars

A. Admissions

Applications to the University Scholars' Program will follow current procedures and rules for admission with the following additions: [US: 4/14/97]

1. The program is open to undergraduates with senior standing who have completed at least 90 hours of course work and should have satisfied all university studies requirements. Application to the program should be at the end of the student's junior year.
2. The master's program should be in the field of the undergraduate major.
3. The undergraduate grade point average (UGPA) should be greater than or equal to 3.5 in the student's major and 3.2 overall.
4. Application to the program will follow the current procedures for application to the Graduate School, subject to the above conditions. Admission decisions will be made by the Graduate Dean or his/her appointee. (See Section 5.4.1.6 and 5.4.1.7.) [US: 9/13/82; US: 4/14/97]

B. Degree Requirements

The total number of credit hours completed for the combined program may be twelve (12) fewer than the total required for both the bachelor's and master's degrees. Requirements for the bachelor's degree will be unaffected. [US: 4/14/97]

4.2.6 ADMISSION TO DUAL DEGREE PROGRAMS [US: 1/14/02]

Admission to dual degree programs (i.e. programs leading to more than one degree) requires the following:

Separate admission to each program.

Students who do not complete all requirements of the dual degree program are not entitled to the benefits of the dual degree program, and must independently satisfy the requirements for the individual degrees.

Application should ordinarily be made after the completion of **at least** 90 undergraduate hours in the case of dual degree programs in which one of the programs is in the Graduate School. Exceptions to the 90-hour **minimum** requirement, to be considered in rare cases, require the approval of the Director of Graduate Studies, and the Dean of the Graduate School. [SREC: 8/18/06]

4.2.7 UNDERGRADUATE MAJOR REQUIREMENTS [US: 10/12/98]

A. Students at the University of Kentucky who have not chosen a major or been admitted to a selective admissions college and who have earned at least 45 credit hours should meet regularly with an advisor who will help the student to choose a major or seek admission to a selective admissions college.

B. Students at the University of Kentucky who have not chosen a major or been admitted to a selective admissions college and who have earned at least 60 credit hours will not be permitted to register for classes, except registration will be permitted for the following students if they have earned no more than 75 credit hours:

1. Students lacking specific courses to gain admission to a college or to declare a particular major who have a written commitment from the college of their choice to accept them upon successful completion of specified courses.
 2. Students who have been dropped from a college for academic reasons, or who have been readmitted or transferred to the University of Kentucky.
- C. This rule may be waived by the dean of the college in which the student is currently enrolled or into which the student wishes to transfer or be readmitted.

4.2.8 GRADUATE CERTIFICATES [US: 1/14/02]

Students who already are or will be enrolled in a graduate degree program, or those who apply for or are enrolled in post-baccalaureate (non-degree) status are eligible for admission to a certificate curriculum. The minimum Graduate School requirements for admission to post-baccalaureate status apply. With the approval of the Dean of the Graduate School, the certificate curriculum may set reasonable admission requirements or restrictions beyond those specified by the Graduate School.

Graduate certificates shall be approved by the same process as are programs (see Senate Rule 3.2.0) except that the following are not required: a) approval by the Graduate faculty, b) a statement of administrative feasibility; c) posting and approval by the Council on Post-Secondary Education, and d) approval by the University of Kentucky Board of Trustees.

A graduate certificate must be a minimum of nine graduate credits in length, and should be fewer than 18 graduate credits.

A student must achieve a minimum graduate grade point average of 3.00 in the set of courses required for the graduate certificate in order to be granted the certificate.

Award of a graduate certificate shall be noted on the student's transcript, upon the recommendation of the Dean of the Graduate School.

Graduate certificate curricula must comply with the "Guidelines for Graduate Certificate Curricula" published by the Graduate School.

4.3.0 REGISTRATION AND ASSIGNMENT TO CLASSES

A student shall use his or her full and proper name in registering and for all official purposes.

4.3.1 LATE REGISTRATION [US: 2/12/01]

After the sixth day of classes for a 15-week semester term or a proportionate number of days for shorter terms as determined and published by the Registrar, no student may register for an organized class without written permission from the student's academic dean (or dean's designee) and the course instructor. The college in which the course is listed may require additional approval. The waiver and the rationale for the waiver must be documented in the student's record in the college.

The Registrar may set a later date for final registration in classes that do not start on the first day of a semester or a summer session, or for the registration of a group of students who were not present at the regular registration time.

4.3.2 ASSIGNMENT TO CLASSES

The dean of the college is responsible for the student's schedule. This schedule, when filed in the Registrar's Office, becomes authority for the first official class roll of the instructor. No student will be admitted to any class, nor will the student be dropped from any class, except by authority of the Registrar's Office.

At the end of the term, the instructor must report a final grade on all names appearing on the official class roll, except that students who have never attended class and who have not officially withdrawn shall be reported NOT IN CLASS. These names so designated will be deleted from the official roll by the Registrar. It is the responsibility of the instructor in each class to certify that the final roll is correct. (See Section 5)

4.3.3 REPEATED REGISTRATION IN A COURSE

The Chair of a department may refuse to allow a student to register in a course a third time, including correspondence. A withdrawal from the course shall not be counted as a registration for these purposes if the student can demonstrate that the withdrawal was for urgent non-academic reasons. [US: 3/18/96]

4.3.4 CONCURRENT REGISTRATION IN COURSES BEARING THE SAME NUMBER

A student may not register in a given term for more than one course bearing the same number except where the course description indicates the course may be repeated for a specified number of credit hours.