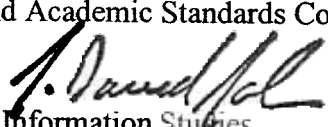


# MEMORANDUM

MAR 05 2004

February 10, 2004

TO: Members of the Admissions and Academic Standards Committee

FROM: J. David Johnson, Dean   
College of Communications & Information Studies

RE: Change in admission deadlines

This request to change the external application deadlines was considered and approved by the Admissions and Academic Standards Committee last year. However, the change did not make it to the Registrar's Office for inclusion in the 2003-04 Bulletin. Please review this request and, if approved, expedite the process to make the Bulletin for 2004-05. Thank you.

Senate Rule 4.2.2.13 B

***Current:***

**Admissions Policy & Process:** [US: 3/20/89; 2/10/92; SC: 4/24/95] Applications for admission to the College of Communications, whether premajor or major, must be received no later than April 1 for the summer session, August 1 for the fall semester, and October 1 for the spring semester. Normally such application will be made prior to the satisfactory completion of 60 semester hours of college-level courses. Subsequent transfer between majors will be permitted only upon application to and acceptance by the academic unit offering that major.

***Proposed:***

**Admissions Policy & Process:**

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, and *prior to* the priority registration period. The appropriate deadlines are listed in the University calendar as approved times to change majors.

Lower-division students enrolled in the College of Communications and Information Studies should apply for upper-division status during the semester they are completing the required premajor courses. In order to determine the student's eligibility for major standing, the application may be held until the courses have been completed and the GPA has been calculated.

***Rationale:***

The current Admissions Policy and application deadlines have been applied to both external applicants (those from outside the University of Kentucky) and internal applicants (transfers from another college on campus as well as students applying to move from premajor to major status.

The proposed change in Admissions Policy differentiates between these two groups of applicants. External applicants apply to our college through the Office of Admissions. The only change for them is the later deadline for spring admission. This deadline coincides with the UK Office of Admissions deadline. For internal applicants, the times to apply for admission to this college will coincide with the approved times to change majors on campus.