

ADMISSION GENERAL INFORMATION

The OSU-Oklahoma City policy on admission provides an easily accessible educational opportunity for all students who can profit from college-level instruction. Admission to OSU-Oklahoma City does not ensure registration in all courses or eligibility for all curricular programs. Many courses have prerequisites and some degree programs have specific admission requirements. Additional information concerning program admission is available in the degree sheets for those programs.

The admission policies of OSU-Oklahoma City do not discriminate on the basis of national origin, race, sex, age or disability and are in compliance with the 1972 Educational Amendments of Title IX.

All interested parties should address inquiries and submit applications to:

Office of Admissions
Oklahoma State University-Oklahoma City
900 N. Portland Avenue
Oklahoma City, OK 73107-6195
Phone: (405) 945-3224 or (405) 945-3216
Admissions@osuokc.edu

Selective Admission Degree Programs

Admission to certain degree or certificate programs may be restricted (i.e., Nurse Science, Veterinary Technology, Emergency Responder Administration). Refer to details outlined in the Degrees, Certificates and Course Descriptions section of this catalog.

Curricular Requirements

The Oklahoma State Regents for Higher Education (OSRHE) mandate certain curricular requirements for freshman entering state colleges and universities. These curricular requirements act as prerequisites for certain freshman-level courses.

Students must meet the criteria for both the high school curricular requirements and the high school performance criteria as defined in the following sections to be eligible for admission. While high school students are encouraged to meet the state's criteria, we do not require these courses for admission. However, students need to remediate their deficiencies prior to taking freshman-level courses in the discipline area and must remediate all performance and/or curricular deficiencies within the first 24 semester credit hours of seeking an associate of science degree or bachelor's degree.



Assessment

All first-time freshmen admitted as regular students will be assessed prior to placement in courses. Students will be required to present ACT test scores and/or scores from a similar battery of tests. Some students may also be required to take the COMPASS test. COMPASS™ is a comprehensive, computerized test system that determines appropriate placement in the areas of reading, writing and math. Placement according to test scores is mandatory as per Oklahoma State Regents for Higher Education policy. Advisors will assist students in selecting courses utilizing available assessment tests, previous educational experiences and expected workloads.

Classification of Students

Degree-seeking students enrolled at OSU-Oklahoma City shall be classified as follows:

1 – 30	credit hours	Freshman
31 – 59	credit hours	Sophomore
60 – 93	credit hours	Junior
94+	credit hours	Senior

Full-Time Status (Academic)

Students who are enrolled in 12 or more semester credit hours during a fall or spring session (16-week term) or enrolled in six or more semester credit hours during a summer session (eight-week term) shall be classified as full-time.

Full-Time Status (Financial Aid)

Students must be enrolled in 12 or more credit hours each semester (fall, spring and summer) to be considered full-time for financial aid purposes.

Non-Degree Seeking Student

Students enrolled for credit coursework at OSU-Oklahoma City who have indicated their educational objective as other than pursuing an associate degree, bachelor's degree or certificate program are classified as non-major students.

Degree Seeking Student

Students who declare an educational goal of pursuing an associate degree, bachelor's degree or certificate in a particular OSU-Oklahoma City academic major shall be classified as a degree seeking student of that academic program. A student on an F-1 visa must be admitted to a degree program. Students receiving veterans' benefits and/or any other type of financial assistance may also be required to be degree-seeking, according to the mandates of the assistance program.

Admission Categories: Recent High School Graduate or GED Recipient

Each applicant shall provide the following:

- Official copy of high school transcript showing date of graduation or equivalency certificate based on the GED test (GED recipient's high school class must have graduated)
- Placement scores from ACT, SAT or similar acceptable battery of tests

Additionally, students must meet the following high school curricular requirements:

- 4 units English (Grammar, Composition, Literature)
- 3 units Lab Science (excluding General Science)
- 3 units Math (Algebra I or higher level math course)
- 3 units History and Citizenship Skills (including one unit of American History and two additional units from the subjects of History, Economics, Geography, Government, Non-western Culture)
- 2 units Other (any of the subjects previously lists or selected from computer science, foreign language, or any Advanced Placement course except applied courses in fine arts). Effective fall 2010, the number of additional units will be reduced to two.

15 Total Required Units

In addition to the above requirements, the following subjects are recommended for college preparation:

- 2 additional units: Fine Arts – Music, Art, Drama and Speech
- 1 additional unit: Lab Science (as described above)
- 1 additional unit: Mathematics (as described above)

4 Recommended Units

Home Study/Unaccredited High School Student

A graduate of a private, parochial or other non-public high school which is not accredited by a recognized accrediting agency is eligible for admission if their high school class **has graduated**. Students under this category must meet the high school curricular requirements listed under the section titled **Recent High School Graduate or GED Recipient**.

Adult Student

- Students who are 21 years of age or older or on active military duty may be admitted upon satisfactory demonstration of proficiency to perform at the collegiate level.
- Applicants who are not yet 21, who did not graduate from high school (their high school class has already graduated), and have participated in the ACT program or similar battery of tests are eligible for admission

Concurrently Enrolled High School Student

To be admitted as a concurrently-enrolled student, a high school student must be able to satisfy all 15 high school curricular requirements and requirements for high school graduation no later than the spring semester of the senior year and meet the performance requirements below.

Performance Requirements

- High School Seniors - Minimum ACT 19 or SAT 900 OR 3.0 high school GPA (on a 4.0 scale). (First semester of enrollment can be the summer before the senior year.)
- High School Juniors - Minimum ACT 21 or SAT 980 OR 3.5 high school GPA (on a 4.0 scale). (First semester of enrollment can be the summer before the junior year.)
- Home Study or Unaccredited High School: Seniors (17 years of age) – Minimum 19 ACT or 900 SAT
Juniors (16 years of age) – Minimum 21 ACT or 980 SAT

The Application for Concurrent Enrollment can be obtained at www.osuokc.edu/apply.

Course Placement

To help ensure that high school students possess the skills necessary to be successful in college, they must have at least a 19 ACT subject score in English, Mathematics, and/or Science Reasoning to enroll in courses that require those prerequisites. Additionally, students must have at least a 19 in Reading to enroll in any other collegiate course.

Course Load

A high school student may enroll in a combined number of high school and college courses per semester not to exceed a full-time college workload of 19 semester credit hours. For purposes of calculating workload, one-half high school unit shall be equivalent to three semester credit hours of college work.

Transfer Student

A transfer student is defined as any undergraduate student with greater than six attempted credit hours, excluding remedial/developmental (zero-level courses) and credit hours accumulated by concurrently enrolled high school students.

- Transfer students who do not meet curricular requirements must make up deficiencies within their first 12 credit hours of college-level work.
- Any student who transfers to OSU-Oklahoma City with less than a 2.0 cumulative grade point average will be conditionally admitted. A student admitted under this category is admitted on probation and must maintain a 2.0 GPA each semester while on probation and will remain on probation until the GPA meets retention standards.



Non-Degree Seeking Student

Any student who wishes to enroll in courses without pursuing a degree may be permitted to enroll in a maximum of nine credit hours without submitting academic credentials or meeting the academic curricular or performance requirements. Prerequisite and retention standards will be enforced. Once a student has successfully completed nine credit hours, should he or she wish to enroll in additional course work, he or she is required to meet the formal admission or transfer criteria. Both transfer and first-time freshmen are eligible to enroll under this category.

Opportunity Admission

Students who have not graduated from high school whose composite standard score on the ACT without the writing component places them at the 99th percentile of all students using Oklahoma norms, or whose combined critical reading and mathematical score on the SAT without the writing component places them at the 99th percentile of all students using national norms may be eligible for admission. Admissibility will be determined based on test scores, evaluation of the student's level of maturity and ability to function in the adult college environment, and whether the experience will be in the best interest of the student intellectually and socially.

International Student Admission

A student seeking to enroll at OSU-Oklahoma City who is not a United States citizen, resident alien, refugee or other non-temporary U.S. Citizenship and Immigration Services classification is considered for admission purposes as an international student. Every international applicant is required to meet the equivalent of 12 years of combined elementary and secondary education that is measurable and comparable to that of the United States.

Each international applicant shall provide:

- a completed International Application for Admission,
- official copies of Test of English as a Foreign Language (TOEFL),
- official transcripts of high school and/or college(s) attended. (English translation with an evaluation from a recognized evaluation service is also required. Academic records must reflect a cumulative minimum grade point average of 2.0.),
- evidence of "good standing" (if transferring from another U.S. institution.)
- evidence of financial support, and
- at the time of enrollment the student must present a valid passport (the passport must be valid for at least six months into the future), I-94 and I-20 ID.

Proof of English Proficiency

See "Students for Whom English is a Second Language" on the following page.

Financial Support

An international student must provide evidence to certify that sufficient funds will be available to complete the associate or bachelor's degree program. This proof of financial support may be a copy of the award letter from a scholarship agency or a statement of financial support from the family or financial sponsor.

Evidence of Good Standing

An international student must provide evidence of good standing with his or her previous school and must be "in status" with the U.S. Citizenship and Immigration Services before he or she will be admitted.

Acceptance to OSU-Oklahoma City

If the student meets all requirements for admission, a letter of acceptance and Certificate of Eligibility (Form I-20) will be generated. If the student is not in the United States, the I-20 will be sent to the student who must then take the Form I-20 to the United States Consulate or Embassy and apply for a U.S. visa. Each student will be notified of admission acceptance as soon as possible via a letter of acceptance. Upon acceptance for admission the student is eligible to register for classes.

Students for Whom English is a Second Language

In addition to meeting all admission requirements listed under the appropriate section of this catalog, all applicants for whom English is a second language must provide proof of English proficiency by meeting one of the following standards:

- a score of 500 or higher on the Test of English as a Foreign Language (TOEFL), or
- 173 or higher on the computerized version of the TOEFL, or
- 61 or higher on the Internet-based version of the TOEFL.

Lesser scores as listed below will be accepted in combination with a subsequent 12 weeks of study at an intensive English program operated by an institution of higher learning or private school approved by the Oklahoma State Regents for Higher Education:

- a score of 460 or higher on the TOEFL, or
- 140 on the computerized version, or
- 48 on the Internet-based version.

Resident Status In State/Out of State Status of Enrolled Students

All applicants are classified as resident or non-resident for purposes of admission and tuition. Applicants may be required to submit evidence to substantiate their claim of resident classification on the application for admission. Questions regarding resident classification should be directed to the Office of Admissions. A resident of Oklahoma is one who has lived continuously in the state for at least 12 consecutive months and whose domicile is in Oklahoma. Students' domiciles are their permanent homes - the places where they intend to remain and are expected to return. Students can have more than one residence, but only one domicile.

Attendance at an educational institution is interpreted as temporary residence; therefore, a student neither gains nor loses residence status solely by such attendance.

A non-resident student attending an Oklahoma college or university on more than a half-time basis is presumed to be in the state primarily for educational purposes.

An individual is not deemed to have acquired status as a resident until he or she has been in the state for at least a year primarily as a permanent resident and not merely as a student. Likewise, an individual classified as a resident of Oklahoma shall not be reclassified as a non-resident until 12 months after having left Oklahoma to live in another state.

Unless residency has been established in another state, a student who resided in Oklahoma at the time of graduation from an Oklahoma high school and has resided in the state with a parent or legal guardian for the two years prior to graduation from high school will be eligible for resident tuition.

The burden of proof of establishing Oklahoma domicile, including providing any supporting documentation, shall be upon the applicant. Students requesting a change in residency status must complete the Residence Reclassification form and provide documentation as necessary.

Full-time Practitioners or Professional Workers

Students who provide evidence of having come to Oklahoma to practice a profession on a full-time basis, conduct a business full time or work on a full-time basis shall be admitted along with their spouse and dependent children without payment of non-resident tuition as long as they continue full-time employment capacity.

Foreign Citizen Criteria

Students who are not citizens of the United States may become eligible for residence status by proving their "permanent status" as evidenced by an I-551 (green card). An individual who has resided in Oklahoma for at least 12 consecutive months following the date of adjudication on their "green card" may be eligible for classification as Oklahoma resident.

Military Personnel Criteria

Students enrolled at OSU-Oklahoma City while on full-time active duty in the armed forces are considered to be temporary residents in the state; therefore, they neither gain nor lose resident status. Members of the armed services stationed in Oklahoma, their spouses and dependent children may be admitted without payment of non-resident tuition and without the 12 month domiciliary requirement, as long as they continue to be stationed in the state in full-time military service and under military orders. Student must complete Petition for Oklahoma Residency and provide copy of military orders and military ID. Petition Form must be submitted to the Admissions Office each semester.

Readmission to OSU-Oklahoma City

Students who have attended OSU-Oklahoma City but were not enrolled during the immediate past year must reapply for admission. If a student has attended another college or university since last attending OSU-Oklahoma City he or she must submit a transcript of all work taken elsewhere.

Students who are academically suspended by an institution will not be allowed to reenter the institution for at least one regular semester (fall or spring) unless immediate reinstatement is granted through the enrollment appeals process. Students returning from an academic suspension will be readmitted on probationary status. Should a reinstated student be suspended a second time from the same institution, the student cannot return to the suspending school until such time as the student has demonstrated, by attending another institution, the ability to succeed academically by raising the GPA to the retention standards.