PPM 6-2 Admissions

GENERAL POLICIES:

Requirements for admission to Weber State University and retention in the University or any program of the University shall be formulated by the appropriate committee of the Weber State University Faculty Senate and approved by the Board of Trustees.

All admission policies shall apply without regard to race, color, ethnic background, national origin, religion, creed, age, lack of United States citizenship, disability, veteran status, sexual orientation or preference, or gender.

All prospective students must apply through the Admissions Office, the International Student and Scholars Office or Graduate Departments. Admission to regular Weber State University programs of study shall be open to those who meet all criteria to become fully matriculated students.

 II.  DEFINITIONS:

A.  Matriculated Student -- Students seeking a diploma, certificate, or degree who have completed all admission application procedural steps (see section IV) and have been accepted for admission based on the current admissions policy as printed in the annual course catalog.

B.  Non-Matriculated Students -- Students not seeking a diploma, certificate, or degree; students who have not completed the admissions application process; or students who do not qualify for admission on the basis of current admissions policy.

C.  Graduate Admission -- Graduate admission is the admission level for master’s degree programs which allows students to register within course and program guidelines for graduate and undergraduate level courses within course and program guidelines.

D.  New Freshmen -- Students who have never attended any college or university will be classified as new freshmen. Included are students enrolled full-time in the fall term who attended college for the first time in the prior summer term, and full-time or part-time students who entered with advanced standing (college credits earned before graduation from high school). Credit earned before graduation from high school includes Advanced Placement credit, CLEP credit, Early College credit and Concurrent credit.

E.  Transfer Students -- Applicants who have attended another college or university, including former Weber State students who have since attended another college or university.

F.  Readmission Students -- Applicants who have previously attended Weber State University, or were admitted to Weber State University but did not enroll, and who have not attended another college or university in the interim.

G.  International Students -- Applicants who are not U.S. citizens and have not received immigrant status from the U.S. Immigration and Naturalization Service.

III.  ADMISSION REQUIREMENTS:

A.  The University will establish admission application deadlines for each academic term.  Applicants must submit all required credentials and forms by the established deadlines as published annually in the University catalog.

B.  Admission to the University does not ensure acceptance into a specific program, department, or college of the University.  Academic units may require additional information and separate applications for admission into specific programs.

C.  General Application Criteria:

1.  Applications will be reviewed when all required information is on file.

~~2.  Documents submitted by applicants who do not enroll will be discarded after a period of one semester.~~

~~3~~ 2.  If admission is granted prior to graduation from an accredited high school or while work is in progress at another college or university, the admission decision is contingent upon satisfactory completion of high school graduation requirements, or the work in progress, and ~~will~~ may be revoked if the student fails to graduate or if the transfer work is not acceptable.

3.  Acceptance notices are valid beginning ~~only~~ ~~for~~ the semester indicated.

a.  Applicants who do not register during the semester for which they were accepted and who wish to be admitted for a subsequent semester must notify the Admissions Office.

~~5~~ 4.  In the absence of a final cumulative GPA from an accredited high school, non-high school graduates will be considered for admission only if their ACT/SAT composite score meets or exceeds an annually established benchmark.

5. Applicants will be evaluated based on prior academic performance and test results and may register in classes for which they meet course prerequisites. Registration options for initial math and English courses are determined by the *Weber State University Math & English Placement Standards* document. Fees may be charged for assessment tests and/or tutoring.

D.  Application Requirements by Application Status

1.  New Freshmen - New freshmen applicants will be admitted based on the following:

Verification of graduation from an accredited high school or General Education Development Test (GED) with scores established by the University. ~~(applicants from Utah must submit Basic or Alternative completion Diplomas and transcripts), and minimum scores on the ACT (or SAT equivalent), or ACCUPLACER tests according to the~~*~~WSU Assessment & Placement Standards~~*~~document.~~

~~Application Requirements by Application Status  Based on test results students will be placed in specific English, math or reading courses according to the~~*~~WSU Assessment & Placement Standards~~* ~~document.  A fee will be charged for each assessment test.  Students are not allowed to register for any course(s) before taking all applicable tests.  All students requiring developmental coursework must enroll in and not withdraw from their initial developmental course(s) within the first two semesters.  Upon enrolling in a developmental course, these students are then required to make progress (defined as the minimum course grade of C) each subsequent semester (excluding summer) until all relevant minimum developmental requirements (including Math 1010 if applicable) have been met for the students' declared degree program of study (A.A.S., A.S., A.A., or bachelor's degree).  Otherwise, a hold will be placed on their registration which can be removed only by the Student Success Center.  Students who are out of compliance with WSU's Assessment & Placement Policy three times or more will be allowed to register only for their required developmental courses until they have been successfully completed with a grade of C or better.~~

2.  Admission of Transfer Students - Students seeking to transfer to the University will be admitted in accordance with the following guidelines:

a.  Students transferring with fewer than 30 semester hours of credit will be considered for admission on the same basis as new freshmen.

b.  Students transferring with 30 semester hours or more with a cumulative GPA below 2.00 will be referred to the Admissions Committee for admission consideration and are not guaranteed admission.

c.  International Students:  International applicants with no prior college or university credit will be required to submit evidence of U.S. equivalent high school graduation with a cumulative GPA equal to or better than the U.S. equivalent of 2.50 for admission.

~~4.  Readmission Students - Readmission students will be readmitted in the same academic standing in which they left.  If they have attended another college or university in the interim, they will be considered as transfer students.~~

~~a.  Weber State University students who stopped attending while on "Academic Warning" or "Academic Probation" will be reactivated on "Warning" or "Probation" as applicable, with no specified waiting period.~~

~~b.  Former Weber State University students who were academically suspended will be considered for readmission according to the academic standards policy of the University.~~

5. 3.  Graduate admission for new and transfer students will be based on individual department and/or college requirements.

6. 4.  Non-Matriculated Students - Non-Matriculated students must complete the application procedure appropriate to their application status.  Credit toward graduation will be allowed for only the first 30 semester hours taken as a non-degree-seeking student, and financial aid cannot be awarded.

a.  Students who qualify for credit through concurrent enrollment programs must complete the application process required by those programs.

b.  Students who are not seeking a degree and are attending a course, seminar or workshop administered through Continuing Education must apply through Continuing Education.

7. 5.  Non-degree-seeking students must apply by submitting the admission application and fee if applicable and will be allowed to register for any classes for which they have met prerequisite requirements, except those in limited enrollment programs on a space-available basis.

8. 6.  Senior citizens (62 years or older and a Utah resident) will not be required to pay an admission fee.  They will be required to complete a registration form and obtain instructor permission for each course they attend, and the course will not appear on a transcript of credits.

9. 7.  Non-degree-seeking faculty, staff, and faculty/staff spouses will not be required to pay an admission fee.

E.  Recommended paths to matriculated status for each non-matriculated group:

1.  Applicants Denied Admission:  Applicants who do not meet the University's admission requirements may complete the deficient requirement(s) and reapply within one year without an additional admission fee.

2.  Early College and Concurrent Enrollment Students:  Students who have earned University credits prior to high school graduation will be considered for standard admission according to the standards listed above for new freshmen after they have declared intent to become degree seeking.

3.  Non-Degree Students:  Non-degree-seeking students who decide to pursue a degree will be considered for admission subject to the University's admission standards and policies listed above.

IV. ADMISSION PROCEDURES:

A.  All students applying for admission to Weber State University must comply with the admission application procedural steps specified by the University for their particular application status, e.g. new freshmen, transfer, readmission, or international applicant as follows:

1.  New freshmen must complete the following admission application process:

a.  Submit evidence of graduation from an accredited high school (applicants from Utah must submit Basic or Alternative completion Diplomas and transcripts) or evidence of high school graduation equivalency. High school graduation equivalency may be satisfied in one of the following ways:

1)  Pass the General Education Development Test (GED) with an overall score of 2250 or better, with no individual score below 450.

2)  Pass the ACT/SAT with a composite score which meets or exceeds an annually established benchmark. Note: To satisfy high school equivalency in this manner an applicant's high school class must have graduated.

b.  Submit an official transcript from the high school of graduation. The transcript must be sent directly from the high school to the Weber State University Admissions office.

c.  Submit an application for admission.

d.  Pay the application fee.

2.  Transfer students must complete the following admission application process:

a.  Submit an official transcript from each college or university previously attended. Transcripts must be sent directly from the prior college or university to the Weber State University Admissions Office.

b.  Submit an application for admission.

c.   Pay the application fee.

~~3.~~  ~~Readmitted Students must complete the following admission application process:~~

~~a.  Weber State University students who enrolled for two semesters or fewer, with the exception of summer term, can be reactivated without having to fill out an application for admission, provided they were not academically suspended and have not attended another college or university in the meantime. They may reactivate their files by contacting the Weber State University Admissions Office.~~

~~b.  Weber State University students who enrolled for more than 2 semesters, with the exception of summer term, may be required to submit an application for admission to reactivate their file. There will be no admission fee for readmitted students.~~

3.  International applicants must submit the application information required of new freshmen or transfer students (as applicable), and must also submit evidence of:

a.  English Proficiency:  Provide evidence of English proficiency as described in the University catalogue.  International applicants who are admitted but with insufficient English proficiency must first take the LEAP Placement Test and then complete the appropriate ESL courses according to their test results.

b.  Financial Support:  A financial statement indicating the availability of funds for school and living expenses for the first year at Weber State University and adequate support for the full length of time they expect to be enrolled at the University.

c.  Health Insurance:  International students must provide evidence of independent health insurance coverage for each term enrolled.

V.  SPECIAL ADMISSION

A.  Weber State ~~will~~ may consider up to five percent of new students annually for admission who do not meet conventional criteria for admission. This special admission consideration may be given to diverse groups of students: for instance, those for whom the common indicators of predicted academic success may not be valid indicators of their potential ability.

B.  Exceptional students may be considered for early admission to the University if they meet all of the specified academic and procedural requirements pertinent to their status.

C.  Student appeals for waiver of established admission policies and requirements, including appeals for admission under the five percent rule, will be heard and acted upon by the Admissions staff. Students appealing these decisions to the Admissions, Credits and Graduation Committee must comply with the guidelines established for and by that Committee.