The Admissions Office

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GENERAL ADMISSION / APPLICATION INFORMATION

All prospective University of Utah undergraduate students must apply through the Office of Admissions 250 SSB, 581-8761. The “Application for Undergraduate Admission,” can be obtained at the Admissions window or online at http://admissions.utah.edu/. Applicants must submit a completed application form, required test scores, processing fee, and any required credentials by the appropriate deadline. Applications received after the posted deadlines are subject to a late handling fee. Semester deadlines are:
- Fall Semester – April 1
- Spring Semester - November 1
- Summer Semester - March 15

Students will be notified by mail when a decision has been made regarding their admission. For students who are considered under rolling admission, the application process can take 2-6 weeks after all required materials have been submitted, although during periods of increased applications, the application process might take longer than the 2-6 weeks. Students can track their application materials and status online. Students who do not meet the admissions criteria may still be able to gain acceptance at the U of U. They can appeal an admissions decision by following the guidelines outlined on the Office of Admissions website, including having letters of recommendation submitted. Students who appeal a deny decision will be considered for the 5% rule, which allows U of U departments or agencies to provide a recommendation to support the student. Final admission decisions for 5% students will be made by the Credits and Admissions Committee.

RESIDENCY FOR TUITION PURPOSES

Students are admitted as resident or nonresident in regard to determining tuition rates. If a student is coded as "non-resident" and has reason to believe he or she qualifies as a resident, an application for reclassification of residency can be submitted to the Office of Admissions. The Residency deadlines are:
- Fall Semester – July 1
- Spring Semester - November 1
- Summer Semester – April 15

Please refer further questions to the Residency Officer in the Office of Admissions (581-3089).

Note: All students pay resident tuition for Summer term.

ADMISSION OF FRESHMAN STUDENTS

Applicants are considered Freshmen if they graduated from high school fewer than 7 years ago and have not attended another college or university since their high school class graduated. The following materials must be submitted to the Office of Admissions by the appropriate deadline to complete the application process:
1. Application for Undergraduate Admission
2. $45 processing fee
3. Official high school transcripts, sent directly from the school
4. Official ACT Scores (SAT scores are also accepted)

Freshman applicants will be notified of decisions on published drop dates. Students must have a complete application submitted by specific deadlines in order to be considered for a particular drop date.

- Applicants who graduate from high school within the past 7 years are required to have completed a certain number of years* of high school work with satisfactory progress (2.0 on 4.0 scale, or "C" average). (See table below under Conditional Admission for a list of requirements)
ACT
The ACT consists of four different tests, each focusing on a given aspect of the student's performance.

**English** - This test measures understanding of written English in punctuation, grammar, sentence structure, effective writing strategy, organization and style.

**Math** - This test measures mathematical reasoning skills in five content areas: pre-algebra, elementary algebra, intermediate algebra, plane geometry and trigonometry. This score is used for math placement at the U of U.

**Reading** - This test measures reading skill at the level commonly encountered in college freshman courses. Sub-scores are given in the specific areas of Social Studies/Sciences and Arts/Literature. A score of 19 or below might indicate that the student could benefit from taking Ed Psych 2600 (Strategies for College Success.)

**Science Reasoning** - This test measures interpretation, analysis, evaluation, reasoning and problem solving skills in the Natural Sciences. It is an overall indicator of a student's ability in scientific reasoning skills.

**Composite** - This score is the average of the four area scores and is an overall indicator of a student's level of readiness for college coursework. A score of 19 or below may indicate the student should take Ed Psych 2600 (Strategies for College Success).

SAT
The University of Utah combines the Critical Reading and Mathematics sections.

Residual ACT
Those who have been out of high school fewer than 7 years, have fewer than 30 transfer credit hours, and have not taken the ACT or SAT, can take the Residual ACT through the Testing Center, 498 SSB, 801 581-8744. Test results are usually available the day of the test and are good at the University of Utah only.

Freshman Conditional Admission
Applicants who graduated from high school within the past 7 years who have not met the high school course requirements may be admitted on the condition that any course deficiency be met within the first 30 semester credits taken at the U of U. Students in good standing (GPA 2.0 or above) may petition for extensions on a semester by semester basis through the Office of Admissions.

The following chart shows the minimum High School Requirements and what will fulfill the "conditional" admissions status. Minimum grade with a grade D- unless otherwise specified

*(please see chart on following page)*
### High School Requirements and How to Satisfy Conditional Admission Status

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<th>High School Subject</th>
<th>Years*</th>
<th>Conditional Admission Fulfilled with:</th>
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| English             | 4      | Emphasizing composition and literature | Any English or Writing class numbered 1000 or higher  
|                     |        |                                       | Writing 1010 or 2010 (C- or higher)  
|                     |        |                                       | ESL 1060 (C- or higher)  
|                     |        |                                       | Humanities > 1000 |
| U.S. History        | 1      | American history and government (processes and structure of democratic governance) | Political Science 1100  
|                     |        |                                       | History 1700  
|                     |        |                                       | Economics 1740  
|                     |        |                                       | Honors 2120 |
| Foreign Language    | 2      | 1st and 2nd level of the same foreign language taken during grades 7 through 12 | Any Foreign Language class numbered over 1000 (or American Sign Language) |
| Math                | 2      | at least one of which has elementary algebra as a prerequisite | Any Math class numbered 1000 or higher |
| Science             | 3      | at least 2 from biology, chemistry, physics | Any Physical and Life Science (SF) or Applied Science (AS) Intellectual Exploration Course |

**“Years” may also be interpreted as "units" (i.e. 150 clock hours). One high school year is equivalent to one semester of University work.**

### Admission of High School Non-graduates (GED)

An applicant who has not completed requirements for high school graduation from an accredited school, but whose high school class has graduated, may be admitted by action of the Credits and Admissions Committee. The application must include:

1. Application for Undergraduate Admission  
2. $45 processing fee by the deadline  
3. Official high school transcripts, sent directly from the school, for any high school credits earned  
4. GED* with an average score of 550 and with no individual score below a 500. (The GED is offered at the Testing Center, SSB 498.)  
5. Official ACT Scores with a minimum score of 23 (SAT scores are also accepted)  

*Students whose high school class has graduated and who have an ACT score in the upper quartile (25), with no individual score below the freshman class average (23), may request a waiver of the GED.

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**NOTE:** International students are not eligible for admission as high school non-graduates.

### Early Admission

A student with high scholastic achievement through the junior year of high school may be considered for early admission. International students are not eligible to apply for early admission. Refer interested students to Admissions for further information.
ADMISSION OF TRANSFER STUDENTS

Applicants are considered Transfer Students if they have 30 hours or more of transfer credit completed since high school. (High school concurrent enrollment or AP hours do not count.) Colleges and universities must be regionally accredited to be considered for transferrable credit.

The following materials must be submitted to the Office of Admissions by the appropriate deadline to complete the application process:

1. Application for Undergraduate Admission
2. $45 processing fee
3. Official transcripts from ALL previous colleges, sent directly from the school to Office of Admissions.
4. Students with fewer than 30 hours of acceptable transfer work must also send a high school transcript and ACT test scores.

- Minimum transfer gpa without an Associate of Arts or Associate of Science Degree = 2.60
- Minimum transfer gpa with an Associate of Arts or Associate of Science Degree = 2.35
- Must also have at least a 2.0 term gpa for the last semester
- Students who do not meet the gpa requirement may submit additional information for review by the Credits and Admissions Committee.

Any coursework not accepted at the point of admission may be petitioned through the Office of Admissions. Students should submit course syllabi and descriptions and indicate what department they would like to petition. The Office of Admissions will send the petition to the department for review and the department will determine if there is an equivalent course at the University of Utah.

Admission of Nontraditional and Special Transfer Students

Nontraditional and special transfer students will be reviewed by the Credit and Admissions Committee. They can be admitted as matriculated students with the following materials.

Nontraditional Students
Students who graduated from high school seven or more years prior to the date of application, and have not completed any college coursework.

1. Application for Undergraduate Admission
2. $45 processing fee by the deadline
3. High school transcript showing high school graduation and courses.

Special Transfer Students
Prospective transfer students who have been out of school for seven or more years prior to the date of application.

1. Application for Undergraduate Admission
2. $45 processing fee by the deadline
3. Verification of high school graduation* (for students with less than 30 semester hours)
4. Official Transcripts, sent directly to Office of Admissions, with a minimum of 2.6 gpa.

*Students must submit a high school transcript showing high school graduation and courses.

NOTE: Students who did not graduate from an accredited high school will need to meet additional requirements. They should contact Admissions for further information.
ADMISSION OF INTERNATIONAL STUDENTS

Requirements for prospective foreign students entering on a student visa include the following:
1. Application for Undergraduate Admission
2. $55 processing fee.
3. TOEFL score of 500 or better on the paper based test or 61 on the new iBT exam or IELTS score of 6.0 or higher. Any student on a visa or any permanent resident student who has had their PR less than 5 years may be required to submit English proficiency scores.
4. Minimum high school GPA of 2.35
5. ACT/SAT scores for students graduating from an American high school.
6. For further information and criteria contact International Office of Admissions.

Global Pathways (formerly Conditional Acceptance) This program will be discontinued after S’14.

International applicants who are academically qualified and wish to enter the University as a matriculated (degree-seeking) student, but who do not meet the university’s minimum English proficiency requirement may apply to the Global Pathways program if they are on a visa. Applicants may be considered for admission if they have a minimum TOEFL score of 450 (45 on iBT exam) or a 4.5 IELTS band score and are academically qualified. Students apply for Global Pathways by filling out the Kaplan application and submitting all information and documentation to the University of Utah Kaplan representative.

Students accepted in the program meet with the Kaplan staff and must work with the ESL advisor in the Linguistics department, 581-8047, as they are restricted in the number of non-ESL courses they can take for one year (3 semesters). They have one year to raise their English proficiency score and they must complete the program with a 2.5 GPA.

Admission of High School University Program and Summer Enrichment Students

High School students who wish to participate in the High School University Program must apply for admission through the Recruitment and High School Services. Applications are available through Student Recruitment and High School Services (581-8761, 80 Union) or most high school counselors.

Admissions requirements for the High School University Program include GPA and the student’s maturity level.

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<th>GPA for Admission</th>
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<td>3.2</td>
</tr>
<tr>
<td>Junior</td>
<td>3.5</td>
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<tr>
<td>Sophomore</td>
<td>3.7</td>
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Students applying for Summer Enrichment must be in an accredited high school and have at least a 3.2 GPA.

LATE ADMISSION

After the published application deadline for a semester, applications will still be accepted with a late fee (currently $30.00). Applications are accepted until a final deadline, set by Admissions. After this deadline the online application is disconnected, and students who inquire about applying are told that it is too late to apply for the upcoming semester. They are encouraged to apply early for the next semester. The only way someone will be able to apply after the final cutoff day is through a petition process.

The student must submit a letter explaining the student’s extenuating circumstances to be considered after the final deadline. The student must also submit a completed application and all required transcripts and credentials needed to process the application. Before a student considers petitioning for late admissions, the student should make sure that they meet the Admissions requirements. The student should also be prepared to pay all the Admissions Application Fee. The letter will be reviewed by an Associate Director of Admissions to determine if the extenuating circumstance warrants allowing a late admission to be considered. If the student is approved to apply after the final deadline, the student would need to pay all non refundable application fees.
**MATRICULATION FEE**

In an effort to better serve our students the University requires all new undergraduate students to submit a $125.00 matriculation fee prior to orientation. The fee is designed to reduce the amount the average student used to pay over the course of his or her education at the U. The fee also provides the following services:

- Orientation
- Evaluations of Advanced Placement (AP) exams
- Evaluations of CLEP exams
- Evaluations of International Baccalaureate Credit
- Writing placement evaluations
- Registration with the Office of Career Services
- Graduation evaluation

**Pre-registration Immunization Requirement (PIR)**

Several serious communicable diseases can be prevented by means of immunization. In recent years, at least three of these illnesses (measles, mumps and rubella) have had a dramatic resurgence at U.S. colleges and universities. In an effort to reduce the risk to its students, the University of Utah requires all new and transfer students born after 12/31/56 and entering the University of Utah after August 1, 1993 to show proof of immunity against measles, mumps and rubella (MMR). Information and required forms are mailed to all new and transfer students upon admission to the University. Students must comply with this requirement in their first term or a hold will be placed on further registration. The PIR requirement can be easily fulfilled by providing records of immunizations, history of the disease or verified immunity. Students are strongly recommended to complete the forms and obtain any immunizations required prior to coming to campus. If immunizations are needed, low-cost vaccinations will be available on a limited basis during immunization clinic hours at the Student Health Service.

For additional information or assistance in completing the form, contact the Immunizations Coordinator at the Student Health Service, 801 585-6009.

**Matriculation**

Students may be enrolled in classes on a matriculated or non-matriculated status.

*Matriculation* involves 1) being formally admitted to the University, and 2) working toward a degree.

*Non-matriculated* status indicates that the student is taking classes for reasons other than in pursuit of a degree at the University of Utah.

Students who register directly through Continuing Education are automatically coded as non-matriculated. Individuals who attend the University of Utah as non-matriculated students through Continuing Education will be restricted to Continuing Education classes.

Students can also apply as non-matriculated and will be given permission to register through the Office of Admissions. There is a $45.00 fee. These students can register online and can take any class, not just Continuing Education classes. Students on certain visas are not eligible to come non-matriculated. Please refer them to the Office of Admissions. Proof of English proficiency may be required before a student can come non-matriculated.

**NOTE:** Students who graduated from high school fewer than three years ago and are not 21 years old are not eligible to be admitted as non-matriculated through Admissions and must go through Continuing Education.

**Change in Matriculation Status:** Non-matriculated students who later become matriculated may apply up to 30 hours of non-matriculated credit toward their degree. If a student has exceeded 30 hours of non-matriculated coursework, he/she must petition the Registrar’s Office to have those hours count. Students should be referred to the Registrar’s Office if they present this concern.
READMISSION OF FORMER MATRICULATED STUDENTS

Undergraduate Domestic Students
Matriculated domestic students remain eligible to register for classes for a period of one calendar year from the term of their last enrollment. Students returning during the 12 month period will still be eligible to register and should check their registration appointment date online. If a student returns after the 12 month period it will be necessary to reapply for admission through the University Office of Admissions and pay the $45.00 fee.

Students who attend another institution of higher education during the period of absence must also submit transcripts from all applicable institutions for credit evaluation. These transcripts MUST be submitted to the University Office of Admissions for posting to the student’s permanent record. If the student returns during the 12 month period allowed, there will be no charge to evaluate and post the transfer credit. A minimum transfer gpa of 2.6 is required.

Returning students must have a cumulative U of U gpa of at least 2.0. Suspended students and students on academic probation must satisfy all terms of suspension/probation and obtain clearance from University College Advising before they can apply to be readmitted.

LEAVE OF ABSENCE: Undergraduate domestic students who will be leaving the University for longer than one year, to participate in an “official assignment” (i.e. mission, military), may contact the Registrar’s Office prior to leaving and have the period of registration eligibility extended to a total of two years (six academic terms.)

Second Bachelors Students
Students seeking readmission for a second bachelor’s degree must have graduated with a minimum 2.35 gpa in their first bachelors. This policy applies to graduates from the U of U as well as graduates from other accredited institutions. Once readmitted the rules are the same as any other undergraduate student.

International Students
International students must be continuously registered, except for summer, and are not allowed to miss a semester or their I-20 must be reissued. Refer these students to the International Center (410 Union, 581-8876) for information on taking a semester off. If students do not follow the appropriate rules they will be “out of status” on their I-20 Visa and will have to leave the country and reapply for new I-20.

Graduate Students
Graduate students are required to maintain continuous registration and must acquire permission from their graduate department for a “leave of absence” before leaving the university. A graduate student who fails to register for a term (excluding summer) is immediately made ineligible to register for future terms. International students on a F or J visa are not allowed to take an official leave of absence but can take the approved vacation semester once they have been approved through the International Center (410 Union). The students will need to fill out a new application but will not have to pay the fee.

SPECIAL CREDIT AWARDED BY ADMISSIONS

Military Credit
If students have served at least 181 cumulative military service hours (active or reserve) and were honorably discharged, they are eligible to receive 4 lower-division semester hours of elective credit for basic training. Application for this credit is requested by the VA area of the Registrar’s Office and posted by the Office of Admissions.

Credit for courses taken in military schools must be reviewed and recommended by a department and approved by the Credits and Admission Committee. Contact the Transfer Office of Admissions for more information.

Nursing Credit
The College of Nursing awards credit for work-related experience. Nursing students must challenge the course(s) and the College determines the amount of credit to be awarded. Students wishing to have the credit posted on their University transcript must obtain a nursing evaluation sheet from the college and return it to Admissions.
AP/IB/CLEP Credit

Students who have taken AP or IB tests during high school may receive college credit. Students must fill out a test score request form that can be requested at the Office of Admissions or on their website to have the credit posted. If a student has received the IB diploma, they will receive 30 semester hours of credit and have the Intellectual Exploration requirements cleared. The Admissions needs to receive official IB scores in order to post the credit. The University of Utah does not equate the tests to individual courses but rather awards credit hours and waives general education requirements. Students who have taken approved CLEP tests may receive credit. The University of Utah does not equate the tests to individual courses but rather awards credit hours and waives general education requirements.

Petition for Credit by Examination (Challenge Credit)

Students may challenge University of Utah courses by taking the final examinations for the courses with the approval of the department chairperson and director of the Office of Admissions. Challenge exams are provided to students who have attained knowledge equivalent to university courses through life experiences and to students who attended schools with limited transferability. Credit is not awarded if duplicated by previous course work or examinations, nor if the students have earned higher-level course credit of similar content. Challenge examination are not available to those seeking university credit for material learned in high school, or for classes previously failed or for classes from which the student withdrew. Students can pick up the form from the Office of Admissions. They must have approval from the department chair and faculty member offering the examination. They must pay BEFORE they take the test ($50). The receipt should be attached to the form when it is returned to the Office of Admissions. Credit will not be awarded without the receipt. If the student passes, they will have the course posted on their transcript and receive CR only.

ADMISSION HOLDS

The Office of Admissions will place holds on students that prevent registration.

Missing Credential Holds

Students must submit all transcripts and degrees to the University of Utah. If the student has not submitted a final high school transcript or a university transcript with final grades posted, a hold will be placed on the student during their first semester at the U. Students must arrange to have the official documents sent to the Office of Admissions. Students will be notified by email about one month before the hold goes on their record. The email goes to the Umail account.

Conditional Admit Holds

Freshman students who were admitted on condition have to take the core courses during their first 30 semester hours at the University of Utah. Once they reach 30 semester hours, they will receive a hold preventing registration. The student must contact the Office of Admissions to have the hold released so they can register. Students are told about the requirement and need to take the class.

HOUSE BILL 144

This house bill allows undocumented students who have attended high school in Utah for 3 or more year and graduated to receive a nonresident tuition waiver. Students must meet a number of qualifications including:

- The student must have attended a Utah high school for 3 or more years.
- The student must have graduated from a Utah high school or attained the equivalent of a high school diploma in Utah prior to the start of the term.
- The student cannot have registered as an entering, degree-seeking student at a public institution within the USHE earlier than the fall of 2002-2003 academic year.
- The student's first enrollment as a degree-seeking student must be in public institution of high education within the USHE.

The student must file and affidavit with the University of Utah (available in the Office of Admissions) Students on visas are not eligible for this waiver. Students must submit a high school transcript with a final graduation date. The students will continue to be "nonresidents" but will only pay the resident portion of tuition. HB144 does not provide student financial aid eligibility for undocumented students.
HOUSE BILL 118

This house bill allows foreign national students legally admitted to the US to receive a nonresident tuition waiver. Students must have attended a Utah high school for 3 or more years and graduated from a Utah high school. Students must submit a high school transcript with a final graduation date. The students will continue to be “nonresidents” but will only pay the resident portion of tuition.