



NORTHERN KENTUCKY UNIVERSITYSM

www.NKU.EDU

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Office of Admissions, Lucas Administrative Center 400
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UNDERGRADUATE APPLICATION AND REQUIREMENTS

Northern Kentucky University's Office of Admissions distinguishes between undergraduate students who intend to pursue a degree and those who do not. The following chart illustrates the different deadlines and requirements for degree-seeking students. Non-degree requirements and deadlines are on page 8.

Admission Classifications for Degree-Seeking Students

- **Freshmen** students have not attempted course work at a regionally accredited college or university (except courses taken as early admission or non-degree students at NKU). Fall semester deadline is August 1; Spring semester deadline is prior to the first day of classes.
- **Transfer** students have attempted course work for credit at another regionally accredited college or university. Students must be eligible to return to their previous institution(s) at the time of application. All necessary credentials for admission must be submitted by August 1 for fall semester and December 1 for spring semester. Transfers who do not submit all necessary credentials by the final deadlines must register as non-degree (see page 8) and are ineligible to receive financial aid or academic advising. If these applicants choose to become degree-seeking at a later date, they must submit a new application for admission, an additional \$25 application fee, all required credentials, and must meet the deadline dates.
- **Readmission** students have attempted course work at NKU but have not been enrolled during the four years preceding the semester in which the application is made to reenter the University. Students who have been suspended must submit an undergraduate application no later than August 1 for the fall semester, December 1 for the spring semester, or May 15 for summer sessions. Refer to "Suspension" in the *University Catalog* for complete information. Readmission students with transfer credit must submit an official transcript with their application by August 1 for fall semester and December 1 for spring semester.
- **Post-bachelor** students have received a bachelor's degree and intend to enroll for additional undergraduate credit as **degree-seeking** or **non-degree-seeking**.

Selective Admissions Programs

Admission to the University does not ensure acceptance into a selective admissions degree program. Students interested in applying to these programs should contact the Office of Admissions for program application materials. Students must be accepted for admission to the University and submit the selective application and necessary credentials by the following deadlines for each selective program:

Nursing

January 31 (rolling admission)

Radiologic Technology

February 15 (priority)

Respiratory Care

April 15 (priority)

	FRESHMAN	TRANSFER	READMISSION	POST-BACHELOR
DEADLINE FOR ADMISSIONS				
FALL SEMESTER.....	Early Action February 1 Priority May 1 Final August 1	Early Action February 1 Priority May 1 Final August 1	Priority May 1 Final August 1	Final August 1
SPRING SEMESTER.....	Priority November 1 Final Open Registration see <i>Schedule of Classes</i>	Priority November 1 Final December 1	Priority November 1 Final With transfer work December 1 otherwise Open Registration	Priority December 1 Final Open Registration see <i>Schedule of Classes</i>
CREDENTIALS REQUIRED				
Application Fee* (Fee Policy on application)	Yes	Yes	Yes	*Yes
Official High School Transcript/GED Scores	Yes	Yes, if less than 24 semester hours transferred	No	No
Official American College Test (ACT), Scholastic Achievement Test (SAT), or COMPASS (writing, algebra, and reading scores)	Yes	Yes, if less than 24 semester hours transferred	Yes, unless previously sent	No
Official College Transcript(s) from each institution attended	No, unless you received college credit in high school	Yes	No, unless courses taken since last enrolled at NKU	Yes, indicating Bachelors degree

Academic Scholarships

The scholarship deadline is February 1st. Students must be admitted to the University and submit the scholarship application and all requirements by February 1 (Early Action Deadline) for consideration. Contact the Office of Financial Assistance for a scholarship application.

Acceptance To The University

Once all credentials for admission are submitted, students will be reviewed for admission and notified of acceptance within two to three weeks.

Incoming freshmen accepted by appropriate deadlines will be invited to TRANSITIONS, a program of orientation, advising and registration. Open Registration will be

held prior to each semester and during the summer terms.

Readmission, transfer, post-bachelor, non-degree, and transient students should follow the "Schedule of Classes," published by the Office of the Registrar for registration dates, or go to www.nku.edu.

Home School and Independent Study

Students who are home schooled or completing their high school diploma through an independent study program must submit the credentials listed for freshman admission, except for the high school transcript from an accredited high school. Additionally, the student must submit

1. a notarized statement from the home school teacher detailing the content of the student's home school curriculum and the duration of such;
2. a copy of the student's home school diploma;
3. the pre-college curriculum verification section on the application for admission completed and signed by the teacher.

Residency for Tuition Purposes

Students are notified of their residency status when they are accepted for admission to the University. Residency status is determined in accordance with the Council on Post Secondary Education's Administrative Regulation on Classification of Residency for Admission and Tuition Assessment Purposes. A copy of this regulation is available in the Registrar's Office and also appears in the *University Catalog*.

Status of Admissions

As part of the admission process, the Office of Admissions evaluates a student's admission status for every degree-seeking freshman and for students who are transferring to NKU with less than 24 semester hours. The purpose of this evaluation is to determine the student's preparation for college level coursework. The evaluation focuses on two areas: the student's high school coursework (Pre-College Curriculum - PCC) and the ACT, SAT or COMPASS exam scores. We evaluate these two areas to determine if the student meets the minimum requirements set forth by both the Kentucky Council on Postsecondary Education and NKU for admission to a degree program.

ADMISSION STATUS:

Regular Admission students have completed the PCC and met NKU's minimum test scores for college level courses.

Stipulated Admission students have completed the PCC, but have only met two out of the three ACT or COMPASS score minimums or have only a low Math SAT score. These students may (see chart on page 3) have an opportunity to take a placement test and/or take specific coursework during their first academic year to resolve the deficiency.

Restricted Admission students have not met the PCC and/or have not met two or more ACT, SAT or COMPASS score minimums. These students are unable to declare a major and will be advised by the Academic Advising Resource Center as University Studies students. These students may (see chart on page 3) have an opportunity to take a placement test and/or specific coursework during their first academic year to resolve deficiencies.

PRE-COLLEGE CURRICULUM NECESSARY FOR PLACEMENT

Fall 2002 and 2003

Pre-College Curriculum

English - 4 credits	English I, II, III, and IV or AP English
Mathematics - 3 credits	Algebra I, II and Geometry * see below on substitutions

Students deficient in Pre-College Curriculum are required to take college level courses in deficient areas. There are no placement tests for PCC deficiencies.

*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.

TEST SCORES NECESSARY FOR PLACEMENT

ACT scores taken after 10/89		Placement Testing	Course Placement
English	18 or higher	No testing required	ENG 101 - College level English
	15, 16, or 17	Eligible to test	ENG 090 or ENG 101
	14 or below	Not eligible to test	ENG 090 Required
Mathematics	18 or higher	No testing required	College level math
	15, 16, or 17	Eligible to test	MAH 095 / MAH 099 or college level
	14 or below	Not eligible to test	MAH 095 and MAH 099 Required
Reading	18 or higher	No testing required	No requirement
	15, 16, or 17	Eligible to test	LAP 091 or no requirement
	14 or below	Not eligible to test	LAP 091 Required

SAT scores		Placement Testing	Course Placement
Verbal (English and Reading)	480 or higher	No testing required	ENG 101 - College level English
	420 - 470	Eligible to test	ENG 090 / LAP 091 or ENG 101
	410 or below	Not eligible to test	ENG 090 and LAP 091 Required
Mathematics	440 or higher	No testing required	College level math
	360 - 430	Eligible to test	MAH 095 / MAH 099 or college level
	350 or below	Not eligible to test	MAH 095 and MAH 099 Required

COMPASS scores		Placement Testing	Course Placement
English (Writing skills score)	70 or higher	No testing required	ENG 101 - College level English
	38 - 69	Eligible to test	ENG 090 or ENG 101
	37 or below	Not eligible to test	ENG 090 Required
Mathematics (Algebra score)	35 or higher	No testing required	College level math
	30 - 34	Eligible to test	MAH 095 / MAH 099 or college level
	29 or below	Not eligible to test	MAH 095 and MAH 099 Required
Reading	81 or higher	No testing required	No requirement
	61 - 80	Eligible to test	LAP 091 or no requirement
	60 or below	Not eligible to test	LAP 091 Required

Transfer Procedures and Evaluation

This information is intended to answer some of the frequently asked questions regarding the transfer process:

- **What course work will transfer?**

Course work completed at regionally accredited institutions with a grade of "C" or better quality will be evaluated. Only **hours** of credit are transferable; grade point averages do not transfer, and will not be calculated. Courses judged to be remedial or developmental in content will not be considered for credit.

Please note on the application if you are following an articulation agreement from the University of Cincinnati, Cincinnati State Technical and Community College, Southern State or Southern Ohio College.

- **How is the transcript evaluated?**

The evaluation of transfer work is accomplished in two stages:

First, department chairpersons evaluate all hours of "C" grade or better which become the total number of hours granted. A General Studies Checklist is then completed which lists those courses judged applicable to fulfill general studies requirements. (Approximately one-third of degree requirements taken at NKU are in the general studies area.) Results of this initial evaluation will be sent to the applicant.

Secondly, an advising folder is prepared containing copies of all credentials plus the General Studies Checklist. The advising folder is then sent to the department of the declared major. An advisor will further evaluate those courses that fulfill major/minor requirements. Contact that department after matriculation to request a conference to discuss this stage of the evaluation.

- **Helpful Hints**

1. Students who attend a college/university which is outside of Kentucky or Ohio, and/or whose course work is over 7 years old, should also submit course descriptions or a catalog from that year in order to expedite the evaluation process.
2. A transcript should be sent which includes course work completed up to application date. Also, request that the institution send another transcript when course work in progress is completed.
3. Remember, it takes time to accurately evaluate transcripts. Allow at least three weeks for the evaluation of credentials.
4. We encourage all students transferring from a **Kentucky Public Institution** to request that Kentucky Transfer Module (KTM) be applied to their transcript.

Undergraduate Ohio Tuition Reciprocity

Cincinnati State Technical and Community College, Northern Kentucky University, Southern State Community College, and University of Cincinnati have joined forces to increase access to degree programs.

Students who have **completed their associate degree** from a University of Cincinnati access college, Cincinnati State Technical and Community College (formerly Cincinnati Technical College) or from

Southern State Community College and who are **residents of Adams, Brown, Butler, Clermont, Clinton, Fayette, Hamilton, Highland, or Warren counties and who are working toward a first bachelor's degree** are eligible to be assessed tuition at the Kentucky resident rate. **The programs excluded from the agreement are Early Childhood Education, Criminal Justice, Environmen-**

tal Science, and Nursing.

Students who wish to be considered for reciprocity must submit a final transcript indicating that an associate degree has been earned by **August 1** for fall semester or **December 1** for spring semester. Contact the Office of Admissions for a tuition deferment if final transcript is pending or for additional information.

Out-of-State Transfer Award

For the academic year 2002-3, first time NKU transfer students who have earned a minimum **2.0** cumulative transfer GPA, are degree-seeking, and have earned a minimum of **60** semester or **90** quarter hours of

transferable coursework (C- or above) from a regionally accredited college, and reside outside the state of Kentucky may be eligible for in-state tuition rates. Students must meet the transfer admission dead-

lines, including all transcript(s) for submission by **August 1** for fall semester, **December 1** for spring semester, or **May 1** for summer. Contact the Office of Admissions for more information.

Undergraduate Indiana Tuition Rate

Effective Fall 2002, Indiana residents of Dearborn, Franklin, Jefferson, Ohio, Ripley or Switzerland counties are eligible for a special tuition rate. Eligible students must be enrolled in undergraduate degree programs and may pursue their degree on a full- or part-time basis. Eligible students will be awarded funds upon acceptance for undergraduate admission to Northern Kentucky University.

Non-Traditional Types of Credit

- **Advanced Placement (AP)**

High school students may receive credit by earning the required score on an approved AP examination. An appropriate number of semester hours will be awarded, and a grade of pass (P) will be assigned for successful completion of approved courses. AP scores should be sent to the University's Office of the Registrar. Additional information on regulations and approved NKU programs for AP credit may be obtained from the Office of the Registrar. Examination scores range from 1-5.

- **The International Baccalaureate (IB)**

Northern Kentucky University recognizes the International Baccalaureate (IB) program and may use IB results for advanced placement purposes. Such determinations are made at the discretion of the University. Contact the Office of the Registrar for more information.

- **College Level Examination Program (CLEP)**

The CLEP, a national program of credit-by-examination administered by the College Entrance Examination Board, was established at NKU to provide individuals with an opportunity to earn credit by examination. CLEP tests may be taken at NKU or at any other national testing center during the third week of each month. Students may earn up to 45 semester hours through (a) general and/or (b) subject examinations. The University is a recognized CLEP Testing Center and testing applicable to other institutions is also conducted. A grade of pass (P) will be assigned for each CLEP course successfully completed.

For more details on these programs as well as Portfolio Development and Military credit refer to the NKU University Catalog.

Admissions Classifications for Non-Degree-Seeking Students

- **Early admission** students are high school students who wish to enroll for courses at NKU. A 3.25 high school GPA, an ACT composite of 20 or above or SAT composite of 1020 or above and permission from the guidance counselor are required for admission. Through summer 2003, 100 first time Early Admission students will receive their first class free. Interested students should contact the Office of Admissions for additional Early Admission application and information.
- **Non-degree** students do not intend to enter a degree program at the time of application.
- **Post-bachelor** students have received a bachelor's degree and intend to enroll for additional undergraduate credit as **degree-seeking** or **non-degree-seeking**.
- **Visiting** (transient) students attend another college or university, but wish to enroll at NKU for one semester. Students are responsible for having course work approved by the institution to which the work will be transferred. Visiting students, except for ones who enroll through the Greater Cincinnati Consortium of Colleges and Universities, may not enroll at NKU for more than one consecutive semester. Summer terms are not considered a consecutive semester.
- **Post-associate** students have an associate degree from NKU and intend to enroll for additional undergraduate credit as non-degree seeking.

Non-degree students are ineligible to receive financial aid, veteran's benefits or academic advising. If these applicants choose to become degree-seeking at a later date, they must submit a new application for admission, an additional \$25 application fee, all required credentials, and must meet the appropriate deadline dates (see page 1).

CREDENTIALS REQUIRED	EARLY ADMIT	NON-DEGREE	POST-BACHELOR	VISITING
Application and Fee* (Fee Policy on application)	Yes, one-time fee within this classification	Yes	*Yes	Yes (No fee if consortium)
Non-Degree/Visiting Form	No	Yes	No	Yes
Early Admit Form	Yes	No	No	No
Official High School Transcript	Yes	No	No	No
Official College Transcripts	No	No - unless needed for pre-requisite	No - unless needed for pre-requisite	No - unless needed for pre-requisite
ACT or SAT Official Score Report	Yes	No - unless needed for pre-requisite	No	No - unless needed for pre-requisite
Deadline for Admission	Fall Final - August 1 Spring Priority - December 1	Fall Final - August 1 Spring Priority - December 1	Fall Final - August 1 Spring Priority - December 1	Fall Final - August 1 Spring Priority - December 1

Phone Directory

Area Code 859

<p>University Switchboard 572-5100</p> <p>Admissions 572-5220 or 1-800-637-9948</p> <p>Accountancy 572-6526</p> <p>Academic Advising Resource Center 572-6900</p> <p>Allied Health, Human Services and Social Work ... 572-5604</p> <p>African-American Student Affairs 572-6684</p> <p>Art 572-5421</p> <p>Aviation Administration 572-5469</p> <p>Biological Sciences 572-5110</p> <p>Bookstore 572-5141</p> <p>Bursar (for tuition payment) 572-5204</p> <p>Career Development Center 572-5680</p> <p>Chase Law School 572-5490</p> <p>Chemistry 572-5409</p> <p>Child Care Services 572-6338</p> <p>Communications (Journalism, Radio/TV, Speech) 572-5435</p> <p>Credit Continuing Education 572-5601</p> <p>Disability Services 572-5180</p> <p>Economics, Finance, and Information Systems 572-6581</p> <p>Education 572-5624</p> <p>Financial Assistance 572-5143 or 1-888-225-4499</p> <p>Fine Arts Events 572-5433</p> <p>Health, Counseling, and Testing Center 572-6373</p>	<p>History and Geography 572-5461</p> <p>Honors Program 572-5400</p> <p>Intercollegiate Athletics 572-5193</p> <p>International Student Affairs 572-6517</p> <p>Literature and Language 572-5416</p> <p>Library 572-5456</p> <p>Management and Marketing 572-6559</p> <p>Mathematics and Computer Science 572-5377</p> <p>Music 572-6399</p> <p>Nursing 572-5248</p> <p>Parking Office 572-5505</p> <p>Physics and Geology 572-5309</p> <p>Political Science 572-5321</p> <p>Pre-Business Studies 572-5165</p> <p>Psychology 572-5310</p> <p>Registrar 572-5556</p> <p>Residential Life 572-5676</p> <p>Sociology, Anthropology, and Philosophy 572-5259</p> <p>Student Activities 572-6514</p> <p>Student Support Services 572-5138</p> <p>Technology 572-5440</p> <p>Theatre 572-6362</p> <p>TDD 572-5180</p>
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