



Undergraduate Admissions

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Application Procedure

—When to Apply. It is advisable to apply for admission several months in advance of the first semester in which enrollment is desired. Applications for admission are processed on a "rolling basis."

—How to Apply. OSU requires a non-refundable application fee of \$40 for U.S. citizens. The fee must accompany a student's Application for Admission/Scholarship.

—Freshman. All applicants seeking admission must complete and submit an Application for Admission. A student should request that his or her high school counselor send to the Office of Undergraduate Admissions a current official high school transcript that contains class rank and grade-point average. In addition, at the time of application, a request should be made to have the results of the ACT or SAT sent to the Office of Undergraduate Admissions, unless such a request was made at the time of testing.

—Transfers. Students who have enrolled in one or more colleges prior to applying to OSU must complete and submit an Application for Admission/Scholarship, and request that the registrar at each college send an official transcript of all work attempted to the Office of Undergraduate Admissions. Students who have earned 23 or fewer hours of college-level credit should also follow the procedure outlined above for first-time freshmen.

—Readmission. A student, who has attended OSU, but was not enrolled during the immediate past semester (except the summer session) must file an updated Application for Admission/Scholarship. A student who has enrolled in another college or university since last attending OSU, must submit a transcript from each school. Admission status will be determined after an evaluation of all previous work has been made.

—Residential Life. All freshmen are required to live on campus their first year. For exceptions, see the "Housing and Residential Life" section of the *Catalog*. The University offers a variety of living and food service arrangements to satisfy most students. A residence hall application can be found at the Housing and Residential Life Web site at www.reslife.okstate.edu. The application should be submitted early the year before housing is needed to better ensure a first-choice assignment. Opportunities also abound for transfer students who desire to experience life on campus.

—Freshman Admission. For purposes of admission, a freshman student is one who has earned no more than six hours of college level credit after graduation from high school. (This excludes credits earned concurrently with high school enrollment and credit earned by examination).

Freshman Admission Requirements

To be admitted in good standing a student must graduate from an accredited high school or have earned a General Education Diploma (GED) and meet both the performance and curricular requirements listed below. (Accredited high schools are those fully accredited by one of the six regional associations of schools and colleges or by the individual state department of education.)

—Performance Requirements. To be admitted in good standing, students must satisfy at least one of the following performance standards and all of the curricular requirements listed below.

1. Achieve a four-year high school GPA of 3.00 or higher (on a 4.00

grading scale), and rank scholastically among the top one-third (33.3%) of their graduating class, or

2. Achieve a GPA of 3.00 or higher (on a 4.00 grading scale) in the required 15 core high school courses and attain either an ACT composite score of 21 or higher or a total SAT score of 980 or higher. (See "Curricular Requirements," listed below), or

3. Attain an ACT composite score of 24 or higher or a total SAT score of 1090 or higher.

4. Achieve a GPA of 3.00 or higher in the required 15 core high school courses OR attain either an ACT composite score of 22 or higher OR a total SAT score of 1020 or higher and answers to the application questions.

—Curricular Requirements. All students must complete the following curricular requirements for admission:

SUBJECTS	YEARS
English (grammar, composition & literature)	4
Mathematics (algebra I & above)	3
History & Citizenship (American history required, plus additional units from economics, geography, government, history, or non-Western culture)	3
Laboratory Science	2*
Other (from any of the above or foreign language or computer science)	3

In addition to the above requirements, it is recommended that students also complete the following additional courses:

	YEARS
Fine arts (music, art, or drama); Speech	additional 2
Lab science	additional 1
Mathematics	additional 1

In addition to the requirements listed above, students who have earned any hours of college-level credit must also meet university retention standards to be admitted in good standing (see "Retention Standards" in Transfer Admission).

*Students graduating from high school in 2010 will need to have three units of laboratory science and two "other" courses.

—Unit of Credit. The unit of credit at Oklahoma State University is the semester hour. Credit hours earned at colleges or universities on the quarter-hour system will be multiplied by two-thirds to produce the semester-hour equivalent (i.e., one quarter-hour equals two-thirds of a semester hour; or a 5 hour quarter course equals 3.34 hours in semester credit). All other credit-hour systems listed on other college transcripts will be researched and converted to semester-hour equivalents.

—English Proficiency Requirement. All new applicants for undergraduate study for whom English is a second language are required to present either a minimum paper-based score of 500, a minimum computer-based score of 173 or a minimum Internet-based score of 61 on the Test of English as a Foreign Language (TOEFL), or a minimum score of 6.0 on the International English Language Testing System (IELTS).

In extraordinary and deserving cases, the President or the President's designee may admit a student who fails to meet the above requirements. In these situations, the applicant must have demonstrated proficiency in the English language prior to admission. For further details, contact the Office of Undergraduate Admissions.

Special Freshman Admission Programs

—Alternative Admission. Students whose high school achievement is below the standards specified in the performance requirements and/or who are deficient in no more than one curricular requirement may be eligible for admission under the Alternative Admission Program. Space is limited and only those applicants showing the best promise of academic success, consistent with OSU's enrollment goals and objectives, will be admitted. Priority will be given to those who apply early.

—Adult Admission. Adults 21 years of age or older or individuals on active military duty may be admitted, after careful consideration is given in determining the probability of academic success of the student. It is the opinion of Oklahoma State University that factors such as maturity of the individual, job skills and life experiences, motivation, ability to benefit, and access to educational programs should be considered in addition to past academic achievement in determining probability of academic success.

—Summer Provisional Admission. Individuals not meeting requirements for admission under another category may be eligible for enrollment in the summer session immediately following high school graduation. Students must have graduated from high school or have earned the GED, meet all 15 curricular requirements, and meet at least one of the following: HS GPA greater than or equal to 2.5 or ACT composite greater than or equal to 18 or SAT total score greater than or equal to 850.

Students must also "place" into college-level course work in the areas of English, Math, Reading and Science by earning a minimum ACT subscore of 19 in all areas or minimum SAT subscores of 460 verbal and 460 math or by passing required placement exams.

Students must enroll in both a college level mathematics and freshman composition course at Oklahoma State University and earn a "C" or better in each course to be fully admissible for the fall semester.

—Opportunity Admission Program. Students who have not graduated from high school but whose composite score on the ACT or combined verbal and mathematics scores on the SAT places them at the 99th percentile, may apply for full admission. Admissibility will depend on test scores, evaluation of maturity level, and whether the experience will be in the best interest of the student, both intellectually and socially.

—Home Study or Unaccredited High Schools. An individual who is 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 to the University if:

1. The student has graduated from high school or a home study program, and
2. The student has attained an ACT composite score of 24 or higher, or a total SAT composite score of 1090 or higher, and
3. The student has satisfied the high school curricular requirements as certified by the school official or, if home study, the parent.

—Independent Study Enrollment. Admission to the University is not required for enrollment in independent study courses. However, academic credit for these courses will not be applicable toward a degree until the student has been formally admitted to the University and has secured the approval of the appropriate academic officer for such credit.

—Non-Degree Option. Students who wish to enroll in courses without intending to pursue a degree may be permitted to enroll in up to nine credit hours without satisfying admission requirements. If a student wishes to enroll in additional course work (over the nine hours allowed) he or she will be required to satisfy admission requirements. Enrollment for this program opens two weeks prior to classes beginning.

—Concurrent Enrollment as a High School Student.

1. A senior student enrolled in an accredited Oklahoma high school may, if he or she meets the requirements below, be admitted provisionally as a special student.

- a. Achieve a current cumulative high school grade-point average of 3.00 or higher on a 4.00 scale and rank scholastically among the top third of his or her graduating class, or earn an ACT composite score of 24 or SAT of 1090 (math & critical reasoning subscores combined).
 - b. Be eligible to complete requirements for graduation from high school (including curricular requirements for college admission) no later than the spring of the senior year, as attested by the high school principal. Students must also provide a letter of recommendation from their counselor, principal and written permission from their parents or legal guardian.
2. An eleventh grade student enrolled in an accredited Oklahoma high school may be admitted provisionally as a special student if he or she meets requirement 1.b. above and the additional requirements listed below.
- a. Attain an ACT composite score of 25 or higher or a total SAT score of 1130 or higher; or
 - b. Achieve a current cumulative high school grade-point average of 3.50 or higher on a 4.00 scale.
3. A student receiving high school level instruction at home or from an unaccredited high school may be admitted provisionally as a special student if he or she meets requirement 1.b. above and the requirements below:
- a. Be 16 years of age and have achieved a composite score of 25 or higher on the ACT or a total SAT score of 1130 or higher.

A high school student admitted as a concurrent student may enroll in a combined number of high school and college courses per semester not to exceed a full-time college work load of 19 semester credit hours. For purposes of calculating work load, one high school credit course is equivalent to three semester credit hours of college work.

A student may enroll in a maximum of nine semester credit hours during a summer session or term at a college or university of the State System without the necessity of being concurrently enrolled in high school classes during the summer term. For purposes of calculating work load, one-half high school unit shall be equivalent to three semester credit hours of college work.

For calculation of work load for students in "blocked" courses, contact the Office of Undergraduate Admissions.

A student who is otherwise eligible under this policy may enroll in a maximum of nine semester credit hours during a summer session, without the necessity of being concurrently enrolled in high school classes during the summer term. The completion of the high school curricular requirements shall not be required of concurrently enrolled high school students for purposes of admission. However, students may only enroll in curricular areas where they have met the assessment requirements for college placement. Concurrently admitted high school students will not be allowed to enroll in any zero-level courses designed to remove high school deficiencies.

To help ensure that a student possesses the skills necessary to be successful in college, he or she must obtain a 19 ACT subject score(s) in science reasoning, mathematics, and/or English to enroll in course work in the respective subject area(s). The student must score 19 or higher in reading to enroll in any other collegiate course(s) outside the subjects of science, mathematics and English.

Once a student is concurrently enrolled at OSU he or she may continue enrollment, provided that during the concurrent enrollment period the student achieves a college grade-point average of 2.00 or higher, and upon graduation from high school meets both the performance and curricular requirements for admission.

—Credit by Exam. Oklahoma State University Testing and Evaluation Service is a national test site for the College Board's College Level Examination Program (CLEP). National CLEP testing centers offer two kinds of examinations: general examinations and subject examinations.

OSU only grants college credit for subject examinations. Credits earned through these examinations are normally recognized by other colleges and universities throughout the nation.

OSU grants credit for acceptable scores in the Advanced Placement Program (AP) as administered by the College Entrance Examination Board in Princeton, New Jersey. AP tests are taken by high school students while in high school.

Oklahoma State University recognizes credit earned through the International Baccalaureate (IB) Program in a limited number of subject areas. Credit will be awarded to students who have taken Higher Level courses through the International Baccalaureate Program and scored at least a 4 (on a seven point scale) on the Higher Level course examination. This credit will be awarded on a course-by-course basis.

Military personnel and veterans who wish to establish credit for military training should submit to the Office of Undergraduate Admissions a copy of their DD214, (Armed Forces of the United States Report of Transfer or Discharge) or their DD295 (Application for the Evaluation of Educational Experiences During Military Service), and any certificates of completion for military schools attended. OSU also accepts credits earned through the DANTES Subject Standardized tests for active military personnel.

Academic departments on campus at OSU may offer advanced standing examinations in subject areas not offered by the CLEP or AP. Any currently enrolled student whose travel, employment, extensive readings or educational experience appear to have given the student proficiency in a subject that is offered at OSU, equivalent to the proficiency ordinarily expected of those students who take the subject in a regular class, may apply for an examination on the subject.

Information pertaining to these examinations may be obtained from the Office of Undergraduate Admissions Web site at <http://admissions.okstate.edu/pdf/CreditByExamination.pdf>. See also the "University Academic Regulations" section of this *Catalog*.

Transfer Admission

OSU requires a non-refundable application fee of \$40 for all applicants. The fee must accompany a student's Application for Admission.

For the purpose of determining admission, a transfer student is one who has earned a minimum of seven or more semester hours of college-level credit after graduation from high school. (Students with fewer than seven semester hours of college-level credit are classified as freshmen, and should refer to the "Freshman Admission" section.)

—Transfer Admission Requirements.

1. Students who have earned between 7-23 hours of college credit must satisfy both freshman admission requirements and achieve a minimum transfer GPA of 2.25 or higher in all college-level course work attempted.
2. Students who have earned 24-59 hours of college credit must achieve a minimum transfer GPA of 2.25 or higher in all college-level course work attempted.
3. Students who have earned 60 or more hours of college credit must achieve a minimum transfer GPA of 2.00 or higher in all college-level course work attempted.

—Transfer Credit Evaluation. Transfer credit evaluation in the Office of Undergraduate Admissions determines acceptable transfer credit on a course-by-course basis for college-level credit earned at institutions who are fully accredited by any of the six U.S. regional associations. The evaluation is based on course content, as described in the catalogs of those institutions and in consultation with appropriate academic units at OSU. All transferred courses are recorded on the student's academic record. No part of the previous collegiate record may be disregarded.

Courses completed at institutions located outside of the U.S. will be reviewed for transfer credit based on U.S. regional accreditation standards or postsecondary recognition in the country for which the institution is located. It is highly recommended that the program requirements and course syllabi be submitted for all courses completed overseas.

—Pre-Engineering (Nonresidents of Oklahoma). Engineering is a competitive program; therefore, enrollment preference is given to Oklahoma residents. In addition to the above requirements, a nonresident of Oklahoma applying for admission to pre-engineering must meet requirements determined by the College of Engineering. These requirements may exceed those required for residents of Oklahoma. (See "Admission Requirements" in the "College of Engineering, Architecture and Technology" section.)

—Readmission. A student who has attended OSU but was not enrolled during the immediate past semester (except the summer session) must file an updated Application for Admission/Scholarship and current application fee. A student who has enrolled in another college or university since last attending OSU must submit a transcript from each school. Admission status will be determined after an evaluation of the previous work has been made.

Additional Requirements for Admission or Continued Enrollment

—Enrollment Information. After admission is granted, all students will receive detailed information on new student orientation. The fall semester enrollment process for freshmen is completed during scheduled orientation sessions conducted on campus during the summer. Parents are welcome and are encouraged to participate in the enrollment process with the student.

—Immunization Requirements and Health History. All new students are required by Oklahoma law to provide evidence of having been immunized against measles, mumps, and rubella, (two shots), and against Hepatitis B, (three shot series). Read instructions carefully regarding the requirements to provide supporting documentation of these immunizations (copies of shot records). In addition, students are required to complete a brief medical history found on the Immunization and Health History form. This form is mailed to all new students or can be downloaded from the Internet at www.okstate.edu/UHS/. If this information is not received during the student's first semester, a hold will be placed on future enrollment until the requirement is met.

—Tuberculosis Testing. Certain students are required to comply with the OSU TB testing policy. This is explained in detail on the Immunization and Health History form. The students affected are those who:

- Hold a visa for study in the U.S.
- A U.S. born student who has resided overseas for more than eight continuous weeks.
- Have a medical condition that suppresses the immune system.
- Has been exposed to someone known to have TB disease.

To comply with this policy, the student must provide a copy of a TB skin test performed within the prior six months in the U.S., or if prior skin tests have been positive, documentation of a negative chest x-ray performed in the U.S. All records must include the dates and results of the tests. Specific instructions are on the Immunization and Health History form. Prior vaccination with BCG does not exempt the student from this testing requirement.

—Physical Examination. New students have a choice of 1.) submitting a physical examination performed in the prior six months; OR 2.) the student may complete the Health Risk Assessment provided by the Seretean Wellness Center. If students choose the physical examination option, their bursar accounts will be credited the \$20 Health Risk Assessment fee.

Residence Status

Residence status refers to whether you are an in-state Oklahoma resident or an out-of-state resident, and this classification determines your tuition cost.

—Initial Classification. A student's initial residence status is determined by the Office of Undergraduate Admissions when you apply to OSU.

—Residence Reclassification. If you are a current OSU student classified as a non-resident and wish to be considered for in-state status, you must petition for a reclassification of your residence status through the Office of the Registrar.

Deadlines for submitting petitions to be considered for reclassification in a given semester are as follows:

Fall - October 31
Spring - March 31
Summer - June 30

Oklahoma residence status (and associated in-state tuition) is not granted on a retroactive basis. If you are receiving federal financial aid, please seek advice from the Office of Scholarships and Financial Aid on how a residency reclassification may affect your aid.

—Appeal Procedures. Students may appeal their residence classification decision. A Petition for Oklahoma Residency form must be submitted along with any additional supporting documentation to the Office of the Registrar. You will be notified in writing of the decision following the final review.

Regulations governing the residence status of students are the responsibility of the Oklahoma State Regents for Higher Education and apply to all colleges and universities of the Oklahoma State System of Higher Education.

—Basic Principles Governing Residence.

Article XIII-A of the Constitution of Oklahoma creates The Oklahoma State System of Higher Education and establishes the Oklahoma State Regents for Higher Education as the coordinating board of control for all public institutions supported by legislative appropriations. Title 70 O.S. 3218.9 authorizes the State Regents to establish the proposed fees to be charged at public institutions to Oklahoma residents and nonresidents alike. The policy statement set forth in the paragraphs to follow establishes principles, definitions, criteria, and guidelines to assist institutional officials in the classification of students as residents or nonresidents for fee and tuition-payment purposes. Also, the policy statement should be helpful to prospective students in the determination of their own residence status prior to enrollment or for those nonresident students seeking to be reclassified as residents of Oklahoma after having been classified originally as nonresidents. Determination of residence status for purposes of attendance at an institution in The Oklahoma State System of Higher Education is based primarily on the issue of domiciliary intent.

SECTION I. PHILOSOPHY

Since 1890 it has been public policy in Oklahoma to provide comprehensive, low-cost public higher education for citizens in order to make educational opportunities available for Oklahoma individuals to improve themselves, to help upgrade the knowledge and skills of the Oklahoma work force, and to enhance the quality of life in Oklahoma generally. Therefore, residents of Oklahoma are afforded subsidies covering a majority of their educational costs at all colleges and universities of The Oklahoma State System of Higher Education. Nonresidents of Oklahoma are also provided substantial educational subventions, although at lower levels than those provided for permanent residents of the state.

SECTION II. PRINCIPLES

1. Attendance at an educational institution, albeit a continuous and long-term experience is interpreted as temporary residence; therefore, a student neither gains nor loses residence status solely by such attendance.

2. Students attending an Oklahoma college or university may perform many objective acts, some of which are required by law (i.e. payment of taxes), and all of which are customarily done by some nonresidents who do not intend to remain in Oklahoma after graduation but are situationally necessary and/or convenient (i.e. registering to vote, obtaining a driver's license). Such acts and/or declarations alone are not sufficient evidence of intent to remain in Oklahoma beyond the college experience.
3. 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.
4. An individual is not deemed to have acquired status as a resident of Oklahoma 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 nonresident until 12 months after having left Oklahoma to live in another state.
5. Unless he or she has established residency 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 and scholarships or financial aid provided by the state, regardless of immigration status.
6. All married persons shall be treated as equal under this policy. Each spouse in a family shall establish his or her own residence status on a separate basis. Exceptions include: 1) when a nonresident marries an already established resident of Oklahoma, the nonresident may be considered a resident after documentation of the marriage and proof of domicile are satisfied, and 2) as provided in Sections VII and VIII.
7. The burden of proof of establishing Oklahoma residence or domicile, including providing any supporting documentation, shall be upon the applicant. Since residence or domicile is a matter of intent, each case will be judged on its own merit by the appropriate institutional official(s) consistent with this policy. No definitive set of criteria can be established as sufficient to guarantee classification as a resident of Oklahoma.
8. Initial classification as a nonresident student shall not prejudice the right of a person to be reclassified thereafter for following semesters or terms of enrollment as an Oklahoma resident provided that he or she can establish proof of residence in accordance with criteria and procedures as set forth in this policy.

SECTION III. DEFINITIONS

1. Resident of Oklahoma—A resident of Oklahoma is one who has lived continuously in Oklahoma for at least 12 months duration and whose domicile is in Oklahoma. A person's domicile is his or her true, fixed, permanent home or habitation. It is the place where he or she intends to remain and to which he or she expects to return. A person can have more than one residence, but only one domicile. Domicile has two components—residence and the intention to remain. When these two occur, there is domicile.
2. Independent Person—An independent person is one enjoying majority privileges (or is legally emancipated from the parental domicile) and who is responsible for his or her own care, custody, and support.
3. Dependent Person—A dependent person is one who is under the care, custody, and support of a parent or legal guardian.
4. Full-time Student—a full-time undergraduate student is one enrolled in a minimum of 12 credit hours per semester in an academic year or a minimum of six credit hours in a summer session. A full-time graduate student is one enrolled in a minimum of nine credit hours per semester in an academic year or a minimum of four credit hours in a summer session.

SECTION IV. INDEPENDENT PERSONS

If a person enjoying majority privileges and who is independent of parental domicile can provide adequate and satisfactory proof of his or her having come to Oklahoma with the intention of establishing domicile, he or she may be granted resident student classification at the next enrollment occurring after expiration of 12 months following the establishment of domicile in Oklahoma. The spouse of such person must establish proof of his or her own domiciliary status on a separate basis, except as provided in other sections of this policy.

SECTION V. DEPENDENT PERSONS

The legal residence of a dependent person is that of his or her parents, or the legal residence of the parent who has legal custody or the parent with whom the student habitually resides. If the student is under the care of those other than his or her parents, the legal residence is that of his or her legal guardian.

The dependent person may become emancipated (freed from his or her parental domicile) through marriage, formal court action, abandonment by parents, or positive action on his or her own part evidential or his or her alienation of parental domicile. To qualify under the latter category, a dependent person must have completely separated him or herself from the parental domicile and have proved that such separation is complete and permanent. Mere absence from the parental domicile is not proof of its complete abandonment. If an applicant can provide adequate and satisfactory proof of complete emancipation and his or her having come to Oklahoma with the intention of establishing domicile, he or she may be granted resident student classification at the next enrollment occurring after expiration of 12 months following establishment of domicile in Oklahoma.

SECTION VI. FOREIGN NATIONALS

An individual who is not a United States national may become eligible for classification as an Oklahoma resident provided that he or she holds lawful permanent residence status as defined by U.S. Citizenship and Immigration Services (USCIS), evidenced by whatever documents may be required under applicable federal law, who has resided in Oklahoma for at least 12 consecutive months, and who meets other applicable criteria for establishment of domicile as set forth in this policy or who has come to Oklahoma for the purpose described in Section VIII of this policy.

In accordance with House Bill 1804, an undocumented immigrant student enrolling for the first time in 2007-08 and thereafter, separates eligibility for resident tuition and for state financial aid. To be eligible for resident tuition, an undocumented immigrant student must:

1. Have graduated from a public or private high school in Oklahoma (Note: GED or home school education will not establish eligibility for any student);
2. Have resided in Oklahoma for at least two years prior to graduation;
3. Satisfy admission standards (Admission Requirements);
4. Have secured admission and enrolled in an institution within the Oklahoma State System of Higher Education; and
5. Do one of the following:
 - a. Provide to the institution a copy of true and correct application or petition filed with the United States Citizenship and Immigration Services to legalize the student's immigration status; or
 - b. File an affidavit with the institution stating that the student will file an application to legalize their immigration status at the earliest opportunity the student is able to do so, but in no case later than either: (a) one year after the date on which the student enrolls for study at the institution; or (b) if there is no formal process to permit children of parents without lawful immigration status to apply for lawful status without risk of deportation, one year after the United States Citizenship and Immigration Services (USCIS) provides such a formal process.

Students who file an affidavit must present to the institution a copy of a true and correct application filed with the USCIS no later than either: (a) one year after the date on which the student enrolls for study at the institution; or (b) if there is no formal process to permit children of parents without lawful immigration status to apply for lawful status without risk of deportation, one year after the United State Citizenship and Immigration Services (USCIS) provides such a formal process.

When a student provides or presents to the institution a copy of an application or petition filed with USCIS, the copy shall be maintained in the student's permanent record.

SECTION VII. MILITARY PERSONNEL

A student attending an institution while on full-time active duty in the armed forces is considered as having a temporary residence in the state in which he or she is attending school; therefore, a student neither gains nor loses residence status solely by such military service. Members of the armed services stationed in Oklahoma, their spouses and dependent children shall be admitted without the payment of nonresident tuition and without the 12 month domiciliary requirement, so long as they continue to be stationed in the state in full-time military service and under military orders.

While the policy clearly states that nonresident tuition will be waived for military personnel, such a waiver does not constitute Oklahoma residence status. Military personnel and their dependents that provide proof of a legal change in their state of residence to Oklahoma (such as claiming Oklahoma for income tax purposes) may have the full benefits of residence status.

Dependent children of military personnel that establish residency as described in Section II of this policy shall maintain residence status if their parents are subsequently stationed out-of-state. Dependents of military personnel who have not established residency according to policy may maintain nonresident waiver status if their parents are subsequently stationed out-of-state.

Section VIII. Full-time Professional Practitioner or Worker

An individual who provides 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 immediately declared an Oklahoma resident along with his or her spouse and dependent children without the 12 month domiciliary requirement so long as they continue in such full-time employment capacity or until such time that they establish residency as described in Section II of this policy.

Dependent children of the above professionals that establish residency as described in Section II of this policy may maintain residence status if their parents subsequently leave the state.

Likewise, a full-time professional practitioner or worker who is temporarily assigned to another location but maintains his or her residency in Oklahoma (such as claiming Oklahoma for income tax purposes) shall be considered a resident for tuition and state scholarship and financial aid purposes, along with his or her spouse and dependent children.

SECTION IX. RECLASSIFICATION

In addition to the aforementioned criteria, an independent person seeking to be reclassified as a resident of Oklahoma must meet certain criteria for the current and immediately preceding year. Contact the Office of the Registrar for more information.

SECTION X. ADMINISTRATION OF POLICY STATEMENT

Each institution should designate the admissions officer or some other individual to be responsible for administration of the policy, and should make appropriate provision for a student's appeal of an adverse decision.

SECTION XI. TUITION WAIVERS

Nothing in this policy precludes the waiving of fees or tuition for nonresidents by any institution upon authorization by the State Regents based on criteria other than residence status provided that the residence status classification will not be affected by any such waiver alone.

International Undergraduate Admissions

Office of International Students and Scholars • 076 Student Union • (405) 744-5459

Web site: <http://union.okstate.edu/iss/index.htm> • e-mail: admissions-iss@okstate.edu



International students are required to meet academic performance standards which are equivalent to those established for all domestic applicants; however, freshman students are not required to participate in the ACT or SAT. Participation in such tests is only necessary for students wishing to qualify for scholarship opportunities. (See Undergraduate Admissions, pg. 13 for the academic performance standards).

Application Procedure

For purposes of admission, an international student is defined as “a student who is, or will be, in the United States on a non-immigrant student visa.” This specifically refers to the Student (F) and Exchange Visitor (J) visas. To apply for admission all international students must submit:

1. An application for Admission and a fee of U.S. \$75.00 made payable to OSU.
2. An official or certified true copy of each academic record with a certified English translation. Students enrolled at U.S. institutions may have certified true copies of their foreign records sent by their current institution.
 - a. Secondary school records (yearly mark sheets or transcripts).
 - b. Records from each college or university attended (yearly mark sheets or transcripts).
 - c. National examination results.
3. Applications for international students are processed on a “rolling basis” just as domestic applicants; however, students should aim for the following dates to ensure adequate time for their VISA interview process:
 - a. March 1 for Summer term
 - b. May 15 for Fall term
 - c. October 1 for Spring term
4. All new applicants for undergraduate study for whom English is a second language are required to present either a minimum paper-based score of 500, a minimum computer-based score of 173 or a minimum Internet-based score of 61 on the Test of English as a Foreign Language (TOEFL), or a minimum score of 6.0 on the International English Language Testing System (IELTS), taken within the last two years.

In extraordinary and deserving cases, the President or the President’s designee may admit a student who fails to meet the above requirements. In these situations, the applicant must have demonstrated proficiency in the English language prior to admission. For further details, contact the Office of International Students & Scholars.

Transfer Admission

For the purpose of determining admission, a transfer student is one who has earned seven or more semester hours of college-level credit.

In evaluating college-level credit for course work completed outside of the U.S., OSU requires that the institution where the credit was earned and the program of study be recognized as tertiary level through the standards set by the country where the institution is located. OSU evaluates semester credit hours and grades earned based on U.S. equivalency standards.

—Immigration Issues. The U.S. Citizenship and Immigration Services (USCIS) require that international students file a statement with the University showing adequate financial support for their education. OSU has its own financial guarantee form that international students need to complete as a requirement to receive the I-20 or DS-2019. Oklahoma State University has limited financial assistance for international students.

Students should not plan to finance their education with employment at Oklahoma State University. Students who are accepted to OSU and maintain their immigration status while making appropriate progress toward their degrees may be eligible to apply for on-campus University employment for 20 hours per week. However, students should take into consideration that campus employment opportunities are limited. Students holding F-1 or J-1 visas are rarely permitted by USCIS to work outside the University, and can be deported from the United States if they are found to be in violation of this regulation.

Electronic registration of immigration records into the USCIS Student Exchange and Visitor Information System (SEVIS) is mandatory for all international students pursuing education within the United States. International students must update their records in SEVIS prior to any change in their immigration information. This includes dropping below full-time status, changing local address, transferring to another institution, changing majors, withdrawing from classes, etc.

The OSU Office of International Students and Scholars (ISS) is responsible for entering those records into SEVIS. However, it is the student’s responsibility to obtain and maintain the correct immigration status while in the U.S. Conditions that apply to F-1 and J-1 status are summarized on the I-20 or DS-2019 forms and explained in detail at the mandatory ISS International Student Orientation program. This orientation program occurs the week before classes begin each fall and spring semester. Students should make their travel plans accordingly. The Office of International Students and Scholars, located in 076 Student Union, should be contacted with questions related to SEVIS or individual immigration status issues at su-iss@okstate.edu.