



Undergraduate Admissions

2

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POLICIES AND PROCEDURES

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Murray State University reserves the right to modify regulations regarding admission, registration, drop/add, course arrangements, curricula, retention, graduation and other functions of the university. Such regulations shall govern both old and new students and are effective when adopted.

General Admission Information

Applications and information are available at Murray State's website at www.murraystate.edu. Assistance with applying may be obtained by writing Murray State University, Undergraduate Admissions, 102 Curris Center, Murray KY 42071, or by calling 270-809-3741 or toll-free 800-272-4678, menu option #1. Admission applications and related transcripts should be mailed to Undergraduate Admissions, 102 Curris Center, Murray, KY 42071.

NOTE: *Criminal justice, exercise science, music, nursing, organizational communication, social work, theatre, athletic training, several programs in the College of Business and the Bachelor of Integrated Studies program all have additional admission requirements. Review their sections in this Bulletin for more information. Students participating in NCAA sports must also meet NCAA academic eligibility requirements.*

Residency for Tuition Purposes. Under 13KAR2:045, the Commonwealth of Kentucky requires that all admission applications be reviewed to determine if documentation of residency is required. Each applicant is notified if documents are needed. Additional information can be obtained at the following website: www.irc.ky.gov/kar/013/002/045.htm.

Freshman Admission Procedures

Murray State University formally declares its commitment to all laws mandating affirmative action and equal opportunity regulations, together with all valid state and federal regulations enacted pursuant thereto. The policy of Murray State University is to guarantee freedom from discrimination in its operation and administration of its programs, services, and employment practices; in its relationships with students, faculty and staff; and in its interactions with the community which it serves.

Your Expectations. Students have the right to expect their schools to provide them with the best possible preparation for an increasingly competitive world. Murray State University has consistently been ranked among the top 25 percent of Southern regional and liberal arts colleges in U.S. News and World Report's publication of America's Best Colleges, and in 2000 was listed as one of two colleges classified as "best values."

Our Expectations. Murray State University is committed to providing the best possible educational services to help students prepare for a successful and productive future. Students who meet the following admission standards will have a greatly increased probability for success at this university.

Entering freshmen (and certain transfer students) may be admitted, admitted with conditions, or admitted with restrictions. Those admitted may choose to pursue either a baccalaureate (four-year) or associate (two-year) degree. New freshmen may not apply for the Bachelor of Integrated Studies program.

Required Documents

A student applying for admission who withholds or gives false information or documents can be denied admission to or withdrawn from Murray State. Each freshman applying to Murray State

- must submit an application for admission with a \$40 nonrefundable application fee;
- must have an official high school transcript that includes a minimum of six semesters of course work, a list of senior-year courses, and the student's class rank mailed/sent as a PDF file by email, submitted through XAP or faxed directly to **Undergraduate Admissions** from the applicant's high school counselor. (**Admission is not complete until a final official transcript is mailed/sent electronically through XAP, or emailed as a PDF file by the counselor after graduation. It must include the date of graduation, all courses and grades, and the student's final class rank. If your high school does not rank, then the applicant's admissions status will be based on GPA and Standardized Test Scores**);
- must have an official ACT or SAT score report sent to Undergraduate Admissions. **Official ACT/SAT scores should be on all official transcripts submitted to Undergraduate Admissions.** (Applicants who have attended any college(s) other than Murray State while in high school must also have official college transcripts mailed, sent electronically, or faxed directly to Undergraduate Admissions. Faxed copies must be followed up with an official hard copy from the Registrar's Office of each college, and must have a minimum cumulative GPA of a 2.00 on a 4.00 scale. These transcripts are required even if the student withdrew or does not want the credit transferred. Applicants who have testing credit from CLEP or AP must have official score reports mailed directly to **Undergraduate Admissions** from the testing service in Princeton NJ.)

To be considered for full admission each applicant must have received or be receiving a high school diploma before the term for which he/she is applying. Those individuals who have not graduated from accredited high schools may be required to have a GED. Those who have earned a GED should refer to the **GED Student** section. Students currently in high school may be considered for early admission as part-time students. See **Early High School Admission**.

Compass and KYOTE Testing

Murray State utilizes two tests for placement and assessment. The Compass test is a comprehensive computerized placement and diagnostic assessment instrument. Murray State University administers the Compass for non-traditional students who are 21 years of age or older for admission purposes. KYOTE (Kentucky Online Testing Program) currently offers math readiness and college algebra placement tests. KYOTE writing and reading test will be available soon.

Murray State administers Compass and KYOTE tests on a limited basis. Compass tests and KYOTE placement tests are alternatives if ACT/SAT individual test scores do not meet MSU's admission and placement requirements. If you have any questions, contact the Office of Undergraduate Admissions.

NOTE: For admission and placement use, Compass and KYOTE scores must be current—taken within the last 12 months.

To prepare for the Compass test, you may use any ACT preparation guide. Compass also has sample questions on their website, www.act.org/compass.

If you would like to schedule an appointment for the Compass test or if you have any questions, please call 270-809-6851. Compass test fees are \$20.00 for the standard three test battery and \$7.00 for single tests.

For information about KYOTE testing, please call 270-809-6267.

Admission Criteria

The following criteria are currently used in making an admission decision but are subject to change as deemed appropriate by the university or as mandated by the Council on Postsecondary Education:

A. Completion of the following pre-college curriculum:

- English I, II, III and IV (or AP English)
- Algebra I, Algebra II, and Geometry
- 1 life science, 1 physical science, and 1 earth space science (one of these must have a lab)
- Any three of the following: United States history, economics, government, world geography or world civilization
- 1/2 unit of health
- 1/2 unit of physical education
- 1 unit of history and appreciation of visual/performing arts
- 2 units of one foreign language (for KY residents only)
- Five electives

B. Ranking in top half of graduating class **or** cumulative GPA of 3.00

C. At least one standardized test score at or above one of the following levels:

- 1) ACT composite of 18 or above;
- 2) SAT score of 870 or above;
- 3) A minimum test score of either
 - 15 ACT composite **-or-** SAT combined verbal and math of 740
 - and demonstration of language arts strength by
 - ACT discipline score of 18 in English **-or-**
 - 20 in reading **-or-**
 - SAT score of at least 450 verbal or 470 critical reading **-or-**
 - COMPASS writing score of 74 **-or-** reading score of 85;
- 4) SAT score of 740 **-and-**
 - SAT verbal score of 450 **-or-**
 - SAT critical reading score of 470 **-or-**
 - COMPASS writing score of 74 **-or-**
 - COMPASS reading score of 85

Note: In the absence of ACT or SAT scores, COMPASS scores can be used for admissions only for students age 21 and over. For all students, COMPASS test scores must be current (taken within the previous 12 months). Kentucky residents under the age of 21 must complete the state-mandated pre-college curriculum. All other applicants must complete a comparable college-preparatory curriculum. ACT/SAT writing scores are optional.

Admission Status

An applicant who meets the requirements in **A**, **B**, and **C**, as listed above, qualifies for **Admitted** status.

All other applicants will be reviewed for possible admission as follows:

- an applicant with a minimum ACT composite of 15 or a SAT combined verbal and math score of 740 who meets A and meets the requirement in either B or C will have **Admitted with Conditions** status. These conditions include a course-load limit of no more than 16 hours a semester and a requirement to complete the following before becoming a sophomore:
 - Pass FYE 098 and ENG 105
 - Complete any required developmental courses or any courses required due to pre-college curriculum deficiencies.
- A resident of Kentucky or the Tennessee counties of Henry, Obion, Stewart, or Weakley with a minimum ACT composite of 15 or SAT combined verbal and math score of 740 who does not meet the criteria for “Admitted with Conditions” will be considered for **Admitted with Restrictions** status. **This is an enrollment category provided on a very limited basis during summer and spring terms only.** Students allowed to enroll will be limited to 16 hours each semester and will be required to do the following:
 - Satisfactorily complete a seven-hour required block of classes. Passing grades must be earned in ENG 095 (or ENG 100 for students with English ACTs of 15-17), REA 095 **and** COM 161 (some programs require a minimum grade in this course) as an integrated block of classes. **Only two attempts are allowed, provided the student withdraws by the current semester deadline from the block courses during the first attempt.** A student documenting extreme extenuating circumstances may appeal to allow for a third attempt following a second withdrawal from the block of courses. **Block courses are only available in summer and spring terms on a very limited basis.**
 - Be recommended for advancement by the director of MSU’s Community College.
 - Complete the requirements for *Admitted with Conditions* as stated above.

Mandatory Developmental Courses

All Kentucky state-supported colleges and universities are required by the Council on Postsecondary Education to enroll freshmen in a subject-specific developmental course when the student’s ACT/SAT scores are:

	ACT	SAT
English	17 and below	under 440 verbal or under 450 critical reading
Mathematics	18 and below	under 460
Reading	19 and below	under 450 verbal or under 470 critical reading

At this time, we are permitted to pull scores from multiple ACT/SAT testings. MSU meets this mandate with the following courses:

ENGLISH	All students with an English ACT score below 18/SAT critical reading score below 470 must enroll in ENG 095 or ENG 100 based on the following test score scale: ENG 095 is required with English ACT below 15/SAT verbal below 390/SAT critical reading below 400. ENG 100 is required with ACT of 15-17/SAT verbal of 390-440/SAT critical reading of 400-460.
MATH	All students with a mathematics ACT score below 19/SAT score below 450 must enroll in MAT 095 or MAT 096 based on the following test score scale: ACT of 15 and below/SAT of 370 and below must enroll in MAT 095; ACT of 16-18/SAT of 380-450 must enroll in MAT 096. Depending upon major, students with ACT scores under 21/SAT scores under 520 may also be required to enroll in MAT 097.
READING	Students admitted with restrictions must first enroll in REA 095; all students with a reading ACT score below 20/SAT score 470 or below must enroll in REA 100 and REA 120.

Early High School Admission. A student who is currently in high school may be granted permission to enroll for courses prior to graduation. Inquiries should be directed first to the student's high school counselor and then to Undergraduate Admissions. Students seeking early admission must be able to succeed without remediation. These students are referred to as **Racer Academy** admits.

Home Schooled or Non-accredited High School Student. A student who is graduated from a non-accredited high school or one who is home schooled, may be considered for admission. The same admission documents and tests are required; however GED testing may be required.

GED Student. An applicant who is at least 19 years of age and has earned a GED diploma will be considered for admission on the basis of an application for admission accompanied by a \$40 nonrefundable fee; an official report of the student's GED scores, mailed directly to Undergraduate Admissions from the center where he or she was tested; an official ACT or SAT score report mailed directly to Undergraduate Admissions from the National testing site; and any additional diagnostic testing deemed necessary by the Director of Undergraduate Admissions.

Admission Appeals. A new freshman who is denied admission and would not qualify for **Restricted Admission** status, and is a U.S. citizen may obtain information on appealing that decision by contacting Office of Recruitment at 800-272-4678, ext. #2, for the appeals procedure. Transfer applicants who are denied admission and wish to appeal, may obtain information on appealing by contacting the Transfer Center at 1-800-669-7654.

Undergraduate Non-Degree Classification

The goal of Murray State's policy for non-degree students is to provide appropriate access to academic courses for students who would like to continue their education but who do not wish to seek a degree. Although degree-seeking students have top priority in terms of utilization of university resources, the university does wish to provide access to these resources on a space-available basis to students who are not seeking a degree. Non-degree status affords an opportunity for individuals to enroll in a few courses of specific interest to them without the structure of degree-seeking status, and is consistent with the educational mission of the university. Non-degree students are not eligible for financial aid, scholarships, or Alumni Legacy Grants.

Most non-degree students are considered "lifelong learners" and include the following groups: Donovan Scholars, students who have already earned degrees, employees wanting to gain new skills, and others who have special interests. (See information about visiting students and high school students with exceptional ability in this section.)

Non-degree applicants must submit to Undergraduate Admissions:

1. an application for admission including a list of all postsecondary institutions attended;
2. a non-refundable \$40 application processing fee; and
3. any records requested by Undergraduate Admissions to determine residency and/or eligibility for non-degree status. Diagnostic testing may be required before enrolling in courses that require a minimum level of competency.

Refer to the University Calendar for admission deadlines.

To be admitted as a non-degree student, an applicant must meet the following criteria:

1. The high school class of a non-degree applicant must have graduated at least two years prior to the applicant's anticipated semester of enrollment.
2. Applicants who have been denied admission as degree-seeking students may not in turn be admitted as non-degree seeking students.
3. Murray State students under academic or disciplinary suspension may not be admitted as non-degree students.
4. Students currently under suspension at other institutions may not be admitted as non-degree students. Failure to disclose a current suspension may result in forfeiture of eligibility for future enrollment.
5. Students are strongly encouraged to submit transcripts of high school or prior college work at the time of admission to facilitate advising about appropriate course work.

The following rules govern enrolling as a non-degree seeking student:

1. Non-degree students fall under the same fee, academic and grading policies as degree-seeking students, are expected to participate fully in class, and must meet course prerequisites or obtain the consent of the instructor to enroll in a course. (See the section on auditing below.)
2. Students classified as non-degree pre-schedule with students who are classified as freshmen.
3. **No one may continue to enroll as a non-degree student after earning 24 semester hours in this status without the special permission of the dean of the college in which the student is registered.**
4. No transfer, military, AP, CLEP, or other testing credit will be recorded on the record of a student classified as a non-degree student. An enrolled non-degree student may apply to take departmental challenge examinations.
5. If a non-degree student decides to apply for degree status, the student must contact Undergraduate Admissions for the appropriate form, and must meet the admission requirements in effect at the time of the request for review of status. Although successful completion of courses taken while a non-degree student does not ensure admission, to be considered for degree-seeking status, the student must have a minimum of a 2.00 cumulative GPA on those courses.

6. Credit earned as a non-degree student will be evaluated for applicability toward a degree by the chair of the academic department in which the student will be enrolled. No graduate or professional credit is awarded for courses taken while a student is enrolled as an undergraduate non-degree student. Acceptance of non-degree credit for transfer is at the discretion of the receiving institution.

Visiting Students

A student who is currently enrolled or working toward a degree at another college and wants to enroll at Murray State for credit that will be transferred to that college is considered a visiting student. **A minimum of a 2.00 (4.00 scale) cumulative GPA is required to be eligible to enroll at Murray State as a visiting student.** A student must submit a **readmission** application and a \$40 nonrefundable fee to the Transfer Center. To complete admission, an official “letter of good standing” from the Registrar’s Office of the college from which the student will be visiting is required. It is important to remember (1) no transfer credit is posted to a visiting student’s permanent record at Murray State; (2) a visiting student who decides to transfer to Murray State must comply with all of the transfer admission requirements in force at the time the change of status is requested; (3) the acceptability of transfer credit from Murray State to another college is determined by the receiving institution; (4) visiting student status is generally valid for only one term, at which time the student must contact the Transfer Center for permission to re-enroll; and (5) Murray State transcripts are mailed only upon the written request of the student, accompanied by the appropriate fee. Transcript request forms may be obtained from the Office of the Registrar or from their link at www.murraystate.edu.

Post-Baccalaureate Admission

Individuals having successfully completed the requirements for a baccalaureate or higher degree who wish to take additional undergraduate courses may be admitted as post-baccalaureate students. A student with a degree from Murray State needs to submit a readmission application, accompanied by a \$40 nonrefundable fee. All other post-baccalaureate applicants should submit an undergraduate application for admission with a \$40 nonrefundable application fee, and should request an official transcript mailed directly to Undergraduate Admissions from the registrar’s office of the college that conferred his or her degree. **A student pursuing a degree from Murray State must have official transcripts sent directly to Undergraduate Admissions from each college attended.**

A readmitted post-baccalaureate student who has below a 2.00 cumulative GPA on all undergraduate post-baccalaureate course work will be readmitted on probation and must comply with all probation policy regulations.

Documents to verify residency may be required.

Readmission

An undergraduate student in good standing who has previously attended Murray State University but has been out for two full years (excluding summers) will be readmitted upon completions of the readmission application and \$40 nonrefundable fee. All Readmission applicants must apply through the Transfer Center for an initial review of their application and transcripts. Students on academic suspension or dismissal who are eligible to return, must also apply through the Transfer Center. Before applying again or requesting new transcripts, the student should call the Transfer Center to see if previous transcripts are still on file. The Transfer Center will accept electronic transcripts from other accredited institutions. Students who applied for admission to Murray State as new students but did not enroll may need to complete new applications for admission. Before applying again or requesting new transcripts, the student should call the Transfer Center to see if the materials sent before are still on file. Verification of residency for tuition purposes may be required. **Submitting with the application a copy of the applicant’s driver’s licence will assist with this process. The applicant will be notified if other documents are required.**

A student who was in good academic and financial standing when he or she left the university, who has a complete admission file, and who has not attended any other regionally accredited colleges since last enrolling at Murray State, is eligible for readmission. An application for readmission will not be processed if a student has any indebtedness to any university or to student loan programs. If a student left Murray State on disciplinary or academic probation, suspension or dismissal, and has no new transfer credit, the applicant may be considered for readmission on an individual basis. If the student is readmitted, any conditions will be specified in the letter of admission. Students previously admitted under an admission status that imposed conditions or restrictions who did not complete the requirements for removal of that status will be re-evaluated based on the current admission requirements and probation policy. Refer to the section on admission level requirements that appears earlier in this chapter.

A student who has been enrolled at other institutions since last attending Murray State must request that an official transcript be mailed directly to the Transfer Center from each college. Eligibility for readmission will be determined after evaluating the transfer credits. Failure to furnish such official transcripts as required will delay readmission and may affect the student’s academic standing at Murray State. **A student who withholds or gives false information or documents can be denied admission or withdrawn from school. (Note: A student must be currently enrolled at Murray State before any transfer, military, or testing credit will be recorded on a permanent record.)** A readmission applicant who has transfer work and is in good standing academically, financially and in all other respects at both Murray State and any other colleges attended will be admitted as long as the student’s cumulative grade point average on all courses is at least a 2.00 on a 4.00 scale. All other applicants will be considered on an individual basis. A readmission applicant who is denied admission may appeal that decision to the Academic Appeals committee. Contact the Transfer Center for that procedure. Academic bankruptcy declared at another college does not apply at Murray State. If the student is readmitted, any conditions of admission will be specified in the letter of admission. Refer to the sections in this *Bulletin* on transfer, probation, and academic second chance policies for additional information.

Transfer Students

Admission. A student who wishes to transfer to Murray State University from another regionally accredited college or university must submit an application for admission with a nonrefundable \$40 fee, and have an official transcript mailed or electronically sent (not faxed) to the Transfer Center from each school attended. **Under no condition will the applicant be permitted to ignore previous college work.**

A student who withholds or gives false information or documents can be denied admission or withdrawn from school and denied a degree. Academic bankruptcy declared at another college does not apply at Murray State University.

A student who has 24 semester hours of transferable degree credit with a minimum of a 2.00 (C) cumulative grade point average on all previous courses, as calculated by Murray State, and is in good standing academically and financially at all colleges previously attended, is

eligible for admission to Murray State. An applicant who has a minimum of a 2.00 (C) cumulative GPA but who has fewer than 24 semester hours of transferable degree credit must submit an official ACT/SAT score report and an official high school transcript mailed directly to the Transfer Center from the high school the student attended. The high school transcript should include the student's class rank and date of graduation. Once admitted, conditions of admission will be specified in a letter of admission.

A student who has attended only colleges that are not regionally accredited and would like to appeal the credit, may contact the Transfer Center at 1-800-669-7654 for additional information.

Admission Appeals. A new transfer student who is denied admission and is a U.S. citizen, should contact the Transfer Center at 1-800-669-7654, for the appeals procedure.

Transfer of Credit. Degree credits earned at other regionally accredited (as recognized by Murray State) American institutions of higher education may be transferred to Murray State and applied toward a degree. **The *Transfer Credit Practices* report published by the American Association of Collegiate Registrars and Admissions Officers will be the reference used for determining an institution's accreditation status.** Determination of upper-level and lower-level credit is based on the course level at the sending institution. All work is converted to semester hours and a 4.00 grading scale. Murray State's probation and repeat policies are applied as required. Transferred incomplete grades do not carry hours attempted; *i.e.*, they do not affect the student's grade point average.

All acceptable transfer credit is formally evaluated, with a copy of the degree audit made available to each transfer student and to his/her advisor.

A student must be currently enrolled at Murray State before any transfer, military, or testing credit will be recorded as part of a permanent record. There is no limit to the number of hours that may be transferred from a regionally accredited institution. However, it is important to remember that a certain number of hours must be completed at Murray State, and that courses taken at a two-year institution cannot be used to meet Murray State's requirement for upper-level (junior or senior) courses. **At least 20 of the last 32 semester hours required for graduation must be earned in residence at Murray State.**

Credit for courses taken in military service schools is evaluated according to recommendations in the *Guide to the Evaluation of Educational Experience in the Armed Services* published by the American Council on Education. Courses listed in two other American Council on Education publications, the *National Guide to Educational Credit for Training Programs* and the *Directory of the National Program on Non-Collegiate Sponsored Instruction (PONSI)*, are evaluated for credit on an individual basis.

Credits earned through educational institutions located outside the United States will be considered for acceptance after an appropriate evaluation. Students may contact the Office of International Admissions for information regarding the evaluation procedure.

University Studies. Transfer students who have completed reasonable communication and basic skills, science and mathematics, humanities and fine arts, and social science courses for the same number of hours as required at Murray State, will be credited with completion of the University Studies component of degree requirements. Any deficiencies at the time they first enroll at Murray State must be fulfilled according to MSU regulations.

Transfer Students with an Approved Associate Degree. A transfer student who has completed, as of May 1995 or later, an approved baccalaureate-oriented Associate of Arts or Associate of Science degree will (a) be accepted with junior class standing provided the student has completed at least 60 semester credit hours, and (b) be considered to have completed the baccalaureate University Studies requirements. However, additional University Studies courses may be needed if they are required for the student's major and/or degree and an equivalent course has not been transferred. Associate degrees completed before May 1995, will be reviewed by the Transfer Center. If the degree is determined to be baccalaureate-oriented and to have comparable content and credit hour criteria, the same benefits will be extended to those graduates.

Transfer Students Who Do Not Have an Approved Associate Degree. Students seeking a baccalaureate degree who, transfer fewer than six semester hours in the University Studies World's Historical, Literary, and Philosophical Traditions category will be required to take HUM 211 and CIV 201 or CIV 202 toward completion of that block, unless their transfer credit includes courses which are clearly equivalent to Murray State's HUM 211 and CIV 201 or CIV 202.

Kentucky General Education Transfer Agreement

As of Spring 1996, a policy on University Studies transfer was established to facilitate transfer among the public colleges and universities in Kentucky. The Council on Postsecondary Education and the institutions have developed a University Studies core transfer component which reflects the distribution of disciplines included in university-wide lower division University Studies requirements for the baccalaureate degree. A **Fully General Education Certified** student, as verified by the sending institution, is considered to have completed Murray State's baccalaureate University Studies requirements. However, additional University Studies courses may be needed if they are required for the student's major and/or degree and an equivalent course has not been transferred.

To be **Fully Certified** a student must have a minimum cumulative GPA of 2.00 (4.00 scale) and have met each of the following criteria at the time of transfer:

1. earned at least 60 hours of college-level credits;
2. completed at least 45 hours of University Studies courses;
3. completed the 30 hour core transfer component.

The 2010 General Assembly approved House Bill 160, which mandates changes in the way universities across the state handle the transfer of general education courses. These changes will take place with the 2012-2013 academic year. If a student plans to transfer from another Kentucky state university or community college beginning in Fall 2011 or later, please view the Transfer Center website (www.murraystate.edu/transfercenter/transfer) for updated regulations regarding transferring of general education courses or contact the Transfer Center at 270-809-3350.

Transfer Frameworks. The Baccalaureate Program Transfer Frameworks identify 12 hours of course work in a major which may be successfully transferred in addition to the general education block. Each framework represents a specific guide to the exact courses a student needs. For more information about the Transfer Frameworks or the Kentucky General Education Transfer Agreement, contact the Transfer Center

International Undergraduate Student Admission

University Admission. A nonrefundable application fee of \$30 must accompany any application for admission as an international student.

A complete packet of admission forms is available at www.murraystate.edu/libraries/iis/interapp.sflb.ashx. All international students, including transfer students from non-English speaking countries, are required to take the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), or complete Murray State's English as a Second Language Program. A student *must* request that an official score report be mailed by the testing service directly to The Office of International Admissions, 171 Woods Hall, Murray, KY 42071. **These score requirements are subject to change.** In addition, an applicant must certify that he or she has adequate financial support to cover at least the first year of the entire period of time that the student would be at Murray State. Each international applicant must submit official or certified copies of all previous academic records. **A student who withholds or gives false information or documents can be denied admission and/or withdrawn from school.** Because of mail turnaround time and the extra time needed to evaluate international educational records, students are strongly urged to apply at least six months in advance.

NOTE: University admission with ESP Condition requires completion of a university ESP placement test and one to two ESP classes may be required concurrently with university classes. Admission with ESL Condition requires full-time enrollment and completion of Murray State's English as a Second Language (ESL) program and achievement of the institutional TOEFL score required by the applicant's academic program major. If determined to be eligible, students may be enrolled into a transition program in which selected university classes may be taken on a conditional basis along with further designated language study.

English as a Second Language Program Admission. Undergraduate students who have not taken the TOEFL or IELTS, or who have a score below the admission standard of the undergraduate program for which they wish to apply, may apply for conditional admission through the English as a Second Language (ESL) program. The ESL program offers students six levels of English language instruction to prepare them for university study.

A student who enters the ESL program is tested and placed into the appropriate level of language study, ranging from level one (beginner) to level six (high advanced). Each level of study consists of an eight-week course in nine different skill and knowledge areas which include the following: applied grammar, computer-assisted composition, error analysis, oral skills workshop, university orientation for new students, listening comprehension, conversation, speech development, academic reading, and TOEFL preparation. In total, students take 20 hours of classes per week over an eight-week term. A student who begins the ESL program at level one should expect to study English for six terms (three semesters).

The language courses are supplemented by activities outside of class, including the ESL Conversation Partners Program, which are intended to assist students in learning English and in adapting to American university life.

In order to advance through and complete all levels of language study in the ESL program, students must maintain the ESL program academic standards, which include satisfactory grades in ESL courses, appropriate exit proficiencies, and mandatory attendance.

Undergraduate applicants who satisfy all admission requirements other than English proficiency may apply for a combination of intensive language instruction and course work toward a degree. Upon successful completion of level six and the recommendation of the ESL program director, an ESL student may enroll in full-time university course work if all other admission requirements have been met.

For more information on the ESL program and fees, write to English as a Second Language, Institute for International Studies, 115 Woods Hall, Murray KY 42071-3304, USA; e-mail msu.esl@murraystate.edu; call 270-809-3265; or visit Murray State's website at www.murraystate.edu/students/international/iis/eslmain.

ADMISSION STATUS BASED ON LANGUAGE PROFICIENCY REQUIREMENTS

Undergraduate Programs

TEST	FULLY ADMITTED WITHOUT CONDITION	FULLY ADMITTED WITH AEP CONDITION ¹	FULLY ADMITTED WITH ESL CONDITION ²
Paper-Based TOEFL	527 or more	500-523	497 or below
Internet-Based TOEFL (iBT)	71 minimum on Academic Test with no band less than 16	61-70 on Academic Test or any band score of 13-15	60 or less on Academic Test or any band score of 12 or less
IELTS	6.0 minimum on Academic Test with no band less than 5.0	5.5 on Academic Test with any band score of 4.5 or 5.0	5.0 or below on Academic Test or any band score below 4.5 No TOEFL or IELTS scores

¹AEP - Academic English Program for Non-Native Speakers

²ESL - English as a Second Language Program