



Undergraduate Admissions

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270-809-3350 or 800-272-4678 ext. 1
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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 270-809-3350 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: *accounting, business administration, communication disorders, computer information science, criminal justice, dietetics, exercise science, finance, management, marketing, music, nonprofit leadership studies, nursing, occupational safety and health, social work, teacher education, 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.lrc.ky.gov/kar/013/002/045.htm.

First-Time Freshmen 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.

First-time freshmen (and transfer students with fewer than 24 hours of transferrable degree credit) may be admitted in one of four admission tiers. 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 first-time freshman applying to Murray State

- must submit an application for admission with a \$40 nonrefundable application fee;

- must either self-report the cumulative high school grade point average and class rank on the admission application or have an official high school transcript that includes a minimum of six semesters of course work, and the student's class rank mailed/sent as a PDF file by email or submitted through Parchment.com to **Undergraduate Admissions** from the applicant's high school counselor. (**Admission is not complete until a final official transcript is mailed/sent electronically through Parchment.com, 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 either self-report a full set of ACT/SAT scores or have an official ACT or SAT score report sent to Undergraduate Admissions. **Official ACT/SAT scores included on official transcripts submitted to Undergraduate Admissions are also acceptable.** (Applicants who have enrolled at any college(s) other than Murray State while in high school must also have official college transcripts mailed or sent electronically to Undergraduate Admissions. These transcripts are required even if the student withdrew or does not want the credit transferred.
- Applicants who have testing credit from CLEP, IB, or AP must have official score reports mailed directly to **Undergraduate Admissions** from the testing service.

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 and an official report of the student's GED scores, mailed directly to Undergraduate Admissions from the center where he or she was tested.

Accuplacer and KYOTE Testing

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

Murray State administers Accuplacer and KYOTE tests on a limited basis. Accuplacer 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, Accuplacer and KYOTE scores must be current—taken within the last 12 months.

If you would like to schedule an appointment for the Accuplacer test or if you have any questions, please call 270-809-6848.

Please call 270-809-6267 to schedule an appointment for placement testing.

First-Time Freshmen Admission Requirements

Students meeting NCAA qualifier requirements are eligible for admission under tiers 1, 2 or 3.

All entering freshmen must have a minimum high school 2.00 GPA to be considered for admission.

Note: 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.

TIER I

Priority Admit - Baccalaureate Degree Seeking

- ACT ≥ 23 or SAT ≥ 1130
- Meets all testing benchmarks
- Meets all other admission requirements*

TIER II

Regular Admit - Baccalaureate Degree Seeking

- ACT ≥ 18 or SAT ≥ 940
- Meets all testing benchmarks
- Meets all other admission requirements*

TIER III

Conditional Admit A - Baccalaureate Degree Seeking

- ACT ≥ 18 or SAT ≥ 940
- Meets 2 of 3 testing benchmarks
- Meets all other admission requirements*

TIER IV

Conditional Admit B - Pre-Baccalaureate Pathways to Success

- ACT ≥ 18 or SAT ≥ 870
- Meets 0-3 testing benchmarks
- Meets pre-college curriculum or top half of graduating class or 3.0 GPA*

Students will be admitted into the **Pathways to Success Program (P2S)**. The program requires the following:

- All academic advising to be provided by the Pathways to Success Program.
- Course load is limited to 15 credit hours per semester.
- Mandatory enrollment in ESS 130 in the first semester of enrollment.

NOTE: Students who earn below an 18 ACT or 940 SAT will be denied admission and referred to community college.

*Pre-college curriculum **and** ranked in top half of their graduating class **or** a 3.0 cumulative grade point average.

Tier 4 students who want to be admitted as a baccalaureate degree seeking student into Tiers 1, 2 or 3, must meet one of the following requirements:

1. Complete developmental course work prior to enrolling at MSU or
2. Special admission to Tiers 1, 2, or 3 may be obtained based on unique talents and circumstances. To be considered as a baccalaureate degree seeking student, please submit a letter of appeal to the Admissions Appeals Committee outlining your unique situation. Admissions Appeals Committee, 102 Curris Center, Murray, KY 42071.

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 450 verbal or under 470 critical reading
Mathematics	18 and below	under 460
Reading	19 and below	under 480 verbal or under 500 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 096 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 096 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.

Admission Appeals. A new freshman who is denied admission 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.

Readmission

An undergraduate student in good standing who has previously attended Murray State University but has been out for two full years will need to submit: 1) a readmission application; 2) a \$40 nonrefundable fee; and 3) any records requested by Undergraduate Admissions.

A student who has been out from Murray State University for two full years but has attended other institutions **must** submit official transcripts from previously attended institutions. A student who withholds or gives false information or documents can be denied admission or withdrawn from the University. A student may be admitted as long as the student's cumulative GPA meets the 2.00 admission requirement on a 4.00 scale. A readmission applicant who is denied admission may appeal that decision to the Admission Appeals Committee.

Undergraduate Non-Degree Classification

Any entering student regardless of classification (freshmen, transfer, adult learner, post baccalaureate, etc.) is eligible to pursue course work as a non-degree student per KRS 164.001.

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 or scholarships.

Most non-degree students are considered “lifelong learners” and include the following groups: senior 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, if applicable; 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.

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

1. Applicants who have been denied admission as degree-seeking students may not in turn be admitted as non-degree seeking students.
2. Murray State students under academic or disciplinary suspension may not be admitted as non-degree students.
3. 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.
4. 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 complete a new application and must meet the admission requirements in effect at the time of the request for review of status.
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.

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. 1) A post-baccalaureate applicant must submit a post-baccalaureate application, and 2) a \$40 nonrefundable fee. All non-MSU graduate, post-baccalaureate applicants should request an official transcript be sent directly to The Transfer Center 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 The Transfer Center 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.

Transfer Students

Admission. A student who wishes to transfer to Murray State University from another regionally accredited college or university must submit 1) an application for admission, and 2) a nonrefundable \$40 fee, and 3) have all official transcripts sent 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 1-855-668-8886 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 1-855-668-8886, 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.

Military Service Credit. 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

The Council on Postsecondary Education and the public colleges and universities in Kentucky have developed a University Studies core transfer component which reflects the distribution of disciplines included in university-wide lower division general education 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.

If a student plans to transfer from another Kentucky state university or community college, 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 contact the Transfer Center.

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 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 **visiting** application and a \$40 nonrefundable fee. To complete admission, an official letter of good standing or official transcript 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; and (5) To re-enroll as a visiting student an official letter of good standing or transcript must be submitted to the Transfer Center.

International Undergraduate Student Admission

University Admission. A nonrefundable application fee of \$50 must accompany any application for admission as an international student. For more information on how to apply, please visit <http://www.murraystate.edu/students/international/index.aspx>. 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, 183 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 may require completion of one to two AEP classes 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.

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.

Upon successful completion of the ESL Program and the recommendation of the ESL program director, undergraduate students 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, students may contact the ESL Program at msu.esl@murraystate.edu, call 270-809-3265, or visit the Murray State's website at www.murraystate.edu/esl. The mailing address is ESL Program, Institute for International Studies, Murray State University, 115 Woods Hall, Murray KY 42071-3304, USA.

UNDERGRADUATE ADMISSION STATUS BASED ON LANGUAGE PROFICIENCY REQUIREMENTS

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

Language proficiency scores are waived for the following conditions:

- Minimum SAT score of 910 with minimum of 450 on Reading section OR
- Completion of the ESL Program at Murray State University OR
- Degree from a secondary school located in a country where English is the native language* OR
- British/Cambridge International Examinations: GCE, GCSE, IGCSE, AICE, or the HIGCSE certificate with five O-Level subject passes.
- Completion of two semesters of full-time university level classes (minimum of 24 credit hours) with a 2.5 GPA or higher at an accredited US institution OR
- Students from the following countries are not required to submit English proficiency scores: Antigua, Australia, Bahamas, Belize, British Islands, Cameroon (University of Buea and University of Bamenda), Canada, Ghana, Ireland, Kenya, Namibia, New Zealand, Nigeria, and United Kingdom.