



Ohio Administrative Code Rule 3352-3-01 Undergraduate admission.

Effective: April 30, 2002

(A) Introduction.

(1) An Ohio student who has graduated from a state public or chartered high school, completed the college preparatory curriculum, earned at least a 2.0 grade point average, and has an American colleges testing composite score of eighteen or a scholastic aptitude test composite score of eight hundred forty will be eligible to apply for unconditional admission to Wright state university. An out-of-state student, however, besides meeting regular admission requirements, must present evidence of above average ability to do college work. Students who do not meet the criteria stated in this paragraph will be reviewed on an individual basis. Based upon the review of a completed admission file, an applicant may be offered unconditional or conditional admission to the university. Some applicants who do not meet the requirements may have their admission deferred pending satisfactory completion of developmental or remedial courses.

(2) Admission to Wright state university does not automatically guarantee admission to a major program of study. Major programs of study have specific requirements that must be met.

(3) High school preparation.

(a) Wright state university has a college preparatory curriculum policy. The university requires an applicant to have a high school record that meets the recommendations of the advisory commission on articulation between secondary education and Ohio colleges. A student who does not meet the high school course requirements may be admitted to the university with conditions and will be required to remove deficiencies before he/she can graduate from Wright state university.

(b) College preparatory course requirements. A unit is one academic year of course work.

(i) Four units of English.



- (ii) Three units of mathematics including algebra I and II.
 - (iii) Three units of social sciences including two units in history.
 - (iv) Three units of science.
 - (v) Two units of a foreign language in the same foreign or classical language through level II.
 - (vi) One unit in the arts.
- (c) A student should seek assistance through his/her academic advisor for guidance in how academic deficiencies may be removed.
- (B) Degree seeking students.
- (1) First year student. A first year student who intends to earn a degree must submit the documents listed in paragraphs (B)(1)(a) to (B)(1)(d) of this rule to the office of undergraduate admissions in order to be considered for admission.
- (a) A completed undergraduate application form along with a thirty dollar nonrefundable application fee.
 - (b) A high school transcript (partial one at time of application, final one at end of senior year) or official general educational development scores.
 - (c) A college preparatory curriculum completion form.
 - (d) The official American colleges testing score or scholastic aptitude test score.
- (2) Transfer student.
- (a) A student who is registered for twelve or more quarter hours at another college is considered to be a transfer student. To be considered for admission to Wright state university as a transfer student, a



student must submit the documents listed in paragraphs (B)(2)(a)(i) to (B)(2)(a)(iv) of this rule to the office of undergraduate admissions.

(i) A completed undergraduate application form along with a thirty dollar nonrefundable application fee.

(ii) An official transcript from each college which the transfer student previously attended.

(iii) A transfer student who graduated in 1986 or before and is transferring with fewer than twelve quarter or nine semester hours of transfer credit must submit a final high school transcript. A transfer student who graduated from high school in 1987 or after and is transferring with less than forty-five quarter or thirty semester hours of transfer credit must submit a final high school transcript.

(iv) A transfer student who graduated from high school in 1996 or after and who is transferring with less than forty-five quarter or thirty semester hours of transfer credit must submit the college preparatory curriculum completion form.

(b) A transfer student with at least a C average is eligible for admission to Wright state university. Admission to most colleges in the university requires a higher grade point average. A student who has been out of college for more than five years with less than a 2.0 grade point average does not have to petition to transfer to Wright state university. However, a student who has attended college within the past five years with less than a 2.0 grade point average must petition for admission. Petition forms are available in the office of undergraduate admissions and must be submitted along with the application materials listed in paragraphs (B)(2)(a)(i) to (B)(2)(a)(iv) of this rule.

(c) A student who has been dismissed from another institution will not be considered for admission to Wright state university for one calendar year from date of dismissal.

(d) A transfer student who has been granted a fresh start or an academic bankruptcy at another institution must have earned a minimum of twelve hours at the same institution before Wright state university will recognize the student's recalculated grade point average for admission purposes.



(e) Transfer credit regulations.

(i) A transfer student's credits must have been earned at an institution that is regionally accredited or an institution of equivalent quality as determined by Wright state university.

(ii) A transfer student must have earned a grade of C or higher according to the definition of grades currently used at Wright state university. Grades of pass and credit are considered for transfer credit.

(iii) The credits must have been acceptable for satisfying the graduation requirements at the source institution.

(iv) Any credits earned through correspondence study or as a part of an off-campus study program are subject to the same regulations as other transfer credits.

(v) If the credits were earned more than ten years before a student's admission to Wright state university, the transfer student's advisor will determine if the credits are still applicable to the student's degree.

(vi) If the transfer student has completed three-fourths or more of the Wright state university quarterly credit hour requirement for a course or sequence, he/she may receive credit for that course or sequence.

(vii) The transfer student's Wright state university academic advisor will determine how the student's transfer credits are to be used toward the requirements for his/her major. If there are exceptions to the transfer credit rules, the dean of the major college involved will make the decision.

(viii) The office of undergraduate admissions will notify the transfer student of his/her admission to adult and transfer services, university college's academic advising center, or the appropriate college.

(ix) General education requirements for most transfer students will be determined by a course-by-course evaluation. Transfer students with an associate of arts degree usually have fulfilled the general education requirements, but each college will determine if there are any deficiencies.



(x) Wright state university will accept a minimum of ninety credit hours for an associate degree from a regionally accredited junior or community college. Also, credit is usually given for all academic college credit hours above ninety for which a grade of C or better has been earned. Grades of pass and credit are considered for transfer credit.

(xi) If the transfer student has already received a baccalaureate degree from an accredited institution and wishes to pursue a second baccalaureate degree, he/she automatically will receive one hundred thirty-eight quarter credit hours. He/she will be ranked as a senior. The transfer student's advisor will determine how many credits the student needs to complete in order to receive his/her second degree.

(xii) All religion courses taught by a religion department in any state college or state university in Ohio will be considered for transfer credit. These courses are subject to other applicable transfer credit regulations. Religion courses taught by all other colleges must be approved by the religion department at Wright state university before transfer credit will be granted.

(xiii) A transfer student who has a minimum grade point average of 3.4 or higher may be eligible to graduate with latin honors of summa cum laude, magna cum laude, or cum laude. For the purpose of determining honors, the student's grade point average at Wright state university will be recalculated to include all transfer grades. The recalculation of the grade point average may result in the loss of honors status at graduation.

(3) Transfer to an Ohio public college or university.

(a) The Ohio board of regents, following the directive of the Ohio general assembly, developed a statewide policy to facilitate a student's ability to transfer credits from one Ohio public college or university to another in order to avoid duplication of course requirements. Since independent colleges and universities in Ohio may or may not be participating in the transfer policy, a student interested in transferring to an independent institution should check with the college or university of his/her choice regarding transfer agreements.

(b) The Ohio board of regents' transfer and articulation policy established the transfer module, which is a subset or entire set of a college or university's general education program. The transfer module



consists of fifty-four to sixty quarter hours or thirty-six to forty semester hours of courses in the areas of English, mathematics, arts and humanities, social and behavioral sciences, natural and physical sciences, and interdisciplinary study. The transfer module completed at one college or university will automatically meet the requirements of the transfer module at another college or university. A student may be required, however, to meet additional general education requirements at the institution to which he/she transfers.

(c) Since many degree programs require specific courses that may be taken as a part of the general education or transfer module program at an institution, a student should meet early in his/her academic career with an academic advisor at the institution to which he/she plans to transfer.

(d) Conditions for transfer admission. A student meeting the requirements of the transfer module is subject to the conditions listed in paragraphs (B)(3)(d)(i) to (B)(3)(d)(iii) of this rule.

(i) The transfer policy encourages receiving institutions to give preferential consideration for admission to a student who completes the transfer module and either the associate of arts or associate of science degrees. The student will be able to transfer all courses in which he/she received a passing grade of D or better. A student must have an overall grade point average of 2.0 to be given credit for the transfer module.

(ii) The transfer policy also encourages receiving institutions to give preferential consideration for admission to a student who has completed the transfer module with a grade of C or better in each course and ninety quarter hours or sixty semester hours. A student must have an overall grade point average of 2.0 to be given credit for the transfer module, and only courses in which a C or better has been earned will transfer.

(iii) The transfer policy encourages receiving institutions to admit on a nonpreferential consideration basis a student who completes the transfer module with a grade of C or better in each course and less than ninety quarter hours or sixty semester hours. The student will be able to transfer all courses in which he/she received a grade of C or better.

(e) Admission to a given institution, however, does not guarantee that a transfer student will be automatically admitted to all majors, minors, or fields of concentration at that institution. Once



admitted, a transfer student shall be subject to the same regulations governing applicability of catalog requirements as all other students. Furthermore, a transfer student shall be accorded the same class standing and other privileges as all other students on the basis of the number of credits earned. All residency requirements must be successfully completed at the receiving institution prior to the granting of a degree.

(f) Appeals process.

(i) A student disagreeing with the application of transfer credit by the receiving institution shall be informed of the right to appeal the decision and of the process for filing the appeal. The institution shall make available to a transfer student the appeal process for the specific college or university.

(ii) If a transfer student's appeal is denied by the institution after all appeal levels within the institution have been exhausted, the institution shall advise the transfer student in writing of the availability and process of appeal to the state-level articulation and transfer appeals review committee.

(iii) The appeals review committee shall review and recommend to the institution the resolution of an individual case of appeal from a transfer student who has exhausted all local appeal mechanisms concerning applicability of transfer credits at a receiving institution.

(g) In order to facilitate a transfer with maximum applicability of transfer credit, it is the responsibility of the prospective transfer student to plan a course of study that will meet the requirements of a degree program at the receiving institution. A transfer student should identify early in his/her collegiate studies an institution and major to which he/she desires to transfer. A transfer student also should determine if there are language requirements or any special course requirements that can be met during the freshman or sophomore year. It is the additional responsibility of the transfer student to seek information regarding transfer from his/her advisor, the office of undergraduate admissions, and from the college or university to which he/she plans to transfer.

(h) The Wright state university transfer module.

(i) The Wright state university transfer module consists of fifty-four credit hours of introductory



courses in English, mathematics, arts and humanities, social and behavioral sciences, and natural and physical sciences. The general education requirements for a bachelor's degree require fifty-seven credit hours. The fifty-seven credit hours consist of the fifty-four transfer module credit hours and one course in comparative studies. Since certain majors at Wright state university require approved course or sequence substitutions to the courses in the transfer module, a transfer student should consult the specific degree requirements listed in the university's undergraduate catalog.

(ii) The Wright state university transfer module includes eight credits in English composition, three credits in mathematics, fifteen credits in the arts and humanities, sixteen credits in social and behavioral sciences, twelve credits in natural and physical sciences, and three credits in a comparative studies course.

(4) International students. Wright state university welcomes applications from qualified international applicants.

(a) An applicant may request application materials from the university center for international education. Applications for admission must be completed three months before the quarter in which the international student wishes to begin studies at Wright state university.

(b) An international applicant is expected to meet the criteria for admission as listed in paragraphs (B)(4)(b) to (B)(4)(f) of this rule.

(i) An undergraduate international applicant must have an educational background that is equivalent to a high school diploma from the state of Ohio.

(ii) An undergraduate international applicant who has graduated from a high school program in 1990 or later must submit the results of the scholastic aptitude test or the American colleges testing examination, if the applicant graduated within the year previous to his/her starting date.

(iii) Only an official transcript, and its English translation, will be accepted as evidence of academic preparation.

(iv) If an international applicant's credentials cannot be evaluated by the university center for



international education, the applicant will be required to submit his/her credentials to an evaluation service and pay the cost of the evaluation.

(c) Proficiency in English. All international applicants must demonstrate proficiency in English.

(i) If an international student's native language is not English, the test of English as a foreign language is required; a minimum score of five hundred/one hundred seventy-three is required for admission. The college of engineering and computer science requires a score of five hundred thirty/one hundred ninety-seven.

(ii) A non-native English speaking student will also be tested in English upon arrival at Wright state university, and he/she is required to enroll in appropriate English courses if testing indicates a lack of proficiency in English.

(d) Financial assistance. Since there is no financial assistance available for the undergraduate international student, the university must be assured that all international applicants have adequate financial resources to attend Wright state university. Once an international student has been admitted, he/she may be required to deposit with the university a full year's tuition before a student visa form will be issued. Form I-20 will be issued by the international student advisor when the student has met the requirements listed in paragraphs (B)(4)(d)(i) and (B)(4)(d)(ii) of this rule and has been admitted to the university.

(i) If an international student is being sponsored, the financial statement form must be accompanied by an affidavit of support and a bank statement provided by the student's sponsor, indicating the amount of money available to him/her for the purpose of studying at Wright state university.

(ii) An international student who is financing his/her education from personal funds also must submit a bank statement together with the financial statement.

(e) An international student already in the United States who wishes to transfer from another university also must present evidence of above-average ability to do college work.

(f) All first year international students are required to take the reading, writing, and mathematics



placement examinations before enrolling for their first quarter of classes. International students may obtain further placement testing information from university college.

(5) Returning students.

(a) A student who has not attended Wright state university for four or more consecutive quarters must apply for readmission through the office of undergraduate admissions. There is no additional application fee, and official transcripts are required only from the schools a student has attended since leaving Wright state university.

(b) A student who has been dismissed from Wright state university may apply for readmission by petition after he/she has remained out of school for four consecutive quarters.

(c) A student who has not attended Wright state university for five years (twenty consecutive quarters) may wish to take advantage of the fresh start rule through the office of undergraduate admissions. The fresh start rule may allow a student to have his/her earlier grade point average recalculated.

(C) Other admission and enrollment categories.

(1) Nondegree undergraduate student. A person who wishes to take courses at Wright state university but currently does not intend to work toward a degree can register as a nondegree student. The student may take as many courses as desired as long as he/she meets the requirements for each course. A nondegree student may receive academic advising from the adult and transfer services office of university college and may participate in any of the services of the college, including tutoring and developmental education courses.

(a) Eligibility requirements.

(i) A nondegree undergraduate student must be a graduate of an accredited high school or have passed a high school equivalency test.

(ii) In order to take junior or senior level courses offered by the college of business and



administration, the nondegree undergraduate student must have junior standing in addition to the prerequisite stated in paragraph (D)(1) of this rule.

(b) Application procedures.

(i) A nondegree undergraduate student must complete an application/registration form and pay a ten dollar one time nonrefundable registration fee.

(ii) If a nondegree undergraduate student decides later to enter a degree program, he/she can file his/her credentials and pay an additional twenty dollar nonrefundable application fee.

(iii) Nondegree work normally can be applied toward a degree program.

(2) Teacher certification candidates.

(a) College graduates who wish to become licensed teachers must apply for admission at the office of undergraduate admissions, file all the necessary credentials, pay the application fee, and complete the college admissions process as required by the college of education and human services. A college graduate interested in certification/licensure should contact the college of education and human services for the most current details and information about program requirements.

(b) Undergraduate students and students who receive degrees from other colleges within the university other than the college of education and human services also may obtain teaching licenses upon completion of all the requirements of the college of education and human services.

(3) High school students. A high school student may, in some circumstances, take courses at Wright state university while still enrolled in high school. Information about this program and its requirements is available in the office of undergraduate admissions.

(a) A high school student must meet the requirements listed in paragraphs (C)(3)(a)(i) to (C)(3)(a)(iv) of this rule and complete the post-secondary enrollment options application.

(i) A high school senior must rank in the top fifteen per cent of his/her class or have a 3.25 overall



grade point average and have passed all four parts of the Ohio ninth grade proficiency examination.

(ii) A high school junior must rank in the top ten per cent of his/her class or have a 3.5 grade point average and have passed all four parts of the Ohio ninth grade proficiency examination.

(iii) A high school student must be recommended by his/her principal or counselor.

(iv) A high school student must present written permission from a parent or guardian.

(b) A high school student is classified as either a nondegree or transient student.

(D) Placement testing. The university college conducts mandatory placement testing in mathematics, reading, and writing for undergraduate students who are new to the university. The placement test schedule is available in the office of undergraduate admissions and in university college. Also, a student who needs more information about placement testing should contact university college.

(1) Mathematics placement testing.

(a) All students (new, transfer, and continuing), without credit for a college math course, are required to take the math placement test. Appropriate course enrollment is then determined based on these scores.

(b) A transfer student who has earned college credit in mathematics at a grade of C or above need to not take the exam. In addition, a student who is transferring from Clark state community college, Edison state community college, or Sinclair community college and who has completed all required developmental mathematics courses need not take the math placement exam.

(2) Reading and writing placement testing. A student should contact university college for information about reading and writing placement testing.

(a) All students preparing for their first English composition course in higher education also are required to take reading and writing placement examinations.



(b) A transfer student who has earned college credit in English composition at a grade of C or above need not take the writing placement exam. In addition, a transfer student from Clark state community college, Edison state community college, or Sinclair community college who has satisfactorily completed all required developmental reading and writing courses need not take the reading and writing exams.

(E) Orientation. Wright state university provides a series of orientation programs that are designed to help all classifications of students make a successful transition to university life. The office of undergraduate admissions will advise the student about the appropriate orientation program for his/her needs.

(F) Advising. Academic advisors help all classifications of students select courses, schedule classes, become oriented to the university, and develop academic success strategies. During advising, a student receives information about appropriate academic services and referrals to offices that provide specialized support.

(G) Financial aid. Wright state university's office of financial aid makes every effort to help students who would be unable to attend school without receiving some form of financial aid. No student interested in attending the university should fail to apply because of financial limitations. A student should contact the office of financial aid to discuss a financial aid package and to obtain specific details about the process of applying for financial aid and about the variety of scholarships, grants, and loans; student employment opportunities; and, veterans' benefits available.