

ADMISSIONS OFFICE

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ADMISSIONS**Admission Procedures**

All DSU admission policies shall be applied without regard to race, color, ethnic background, national origin, religion, creed, age, citizenship, disability, sexual orientation, marital status, veteran status, or gender.

Application Deadlines

Applications must be received on or before the semester deadline:

- Fall Semester - August 15
- Spring Semester - January 1

Applications received after the semester deadline will be assessed a \$50 late fee in addition to the \$35 non-refundable application fee.

New Freshmen Students

To be admitted, high school graduates entering college for the first time must submit the following:

- DSU Admission application online (https://bannersec.dixie.edu/proddad/bwskalog.P_DisplLoginNon).
- An official high school transcript or high school graduation equivalency (GED).
- ACT or SAT scores, or take the CPT/Accuplacer at the DSU Testing Center (www.dixie.edu/testing/).
- Any official college transcripts (including college courses taken as concurrent enrollment in high school).

New freshmen students must also:

- Pay the non-refundable application fee.
- Attend a Registration & Orientation at Dixie State (R.O.A.D.S.) session <http://www.dixie.edu/roads/index.php>.

Degree Seeking Students

Students attending DSU to pursue a certificate or degree or to earn credits to transfer to another college or university are Degree Seeking Students. To be admitted and matriculated as a degree seeking student, applicants must have received a high school diploma or its recognized equivalent. Recognized equivalents include:

- Passing a GED (General Education Development) test.
- Being beyond the age of compulsory education. In Utah, the age of compulsory education is generally 18; however, exceptions can be made for students who have been released from further secondary school attendance. *See Early Enrollment Student below.*
- Submitting an academic transcript showing successful completion of a two-year program (or more) that is acceptable for full credit toward a bachelor's degree.

Students who do not meet one or more of the above requirements may be admitted as non-degree seeking.

Non-Degree Seeking Students

Students attending DSU for personal interest or enrichment are non-degree seeking students.

- Submit application and pay non-refundable application fee.
- In order to pursue a degree or certificate, or to receive financial aid, students must be matriculated (enrolled as degree seeking).

Transfer Students

Students who previously attended another college or university after graduating from high school (or after their class graduated from high school) are transfer students.

- Complete online application and pay non-refundable application fee.
- Transfer students with 24 or more college-level credits must submit official college transcripts but do not have to submit high school transcripts. Placement scores may still be required.
- Transfer students with less than 24 college-level credits must submit official college transcripts, high school transcripts, **and** placement test scores

Returning Students

Students who previously attended DSU after high school graduation but haven't attended in three or more semesters (even if they attended another college or university during that time) are returning students.

- Returning students who have attended another college or university since attending Dixie State University must submit an official transcript from each college or university previously attended.
- Submit readmission application online and pay non-refundable readmission fee.

Concurrent Enrollment Students

Students currently enrolled in a Washington County high school and attending DSU classes as part of their high school program are concurrent enrollment students. Concurrent enrollment students must complete all admission requirements listed for New Freshmen Students above. *See Concurrent Enrollment section of this catalog (<http://www.dixie.edu/catalog>).*

www.dixie.edu/catalog/file/concurrent.pdf).

International Students

Students who are not U.S. citizens, have a foreign residence, and are in the U.S. on an F1 visa are International Students. *See specific admission procedures in International Student Services section of this catalog.*

- Students who are U.S. citizens (natural or naturalized) or who are permanent residents (Green Card), should not apply as International Students.

House Bill 60 (HB 60) Students

Utah residents age 62 years or older who want to audit a course (not for credit) are House Bill 60 Students.

- Submit HB 60 application and pay non-refundable application fee. *See HB 60 in the Registration section of this catalog* (<http://www.dixie.edu/catalog/file/2011-2012/registrar.pdf>).

Early Enrollment Students

Early Enrollment Students are students whose class has not yet graduated from high school and who meet **one** of the following qualifications:

- Are currently enrolled in high school and want to attend college classes (on their own -- not concurrent enrollment through the school district).
- Are home school students whose class has not yet graduated from high school.
- Have been officially released from Utah compulsory school attendance requirements.

These students may enroll in college courses for credit if they complete all of the following:

- Submit application and pay non-refundable application fee.
- Demonstrate college readiness by submitting ACT, SAT, or Accuplacer scores equivalent to the following ACT minimums for early enrollment students.
 - English 19 or higher
 - Math 18 or higher
 - Reading 17 or higher
- Submit a parent/guardian permission form.
 - Emancipated minors may submit court documentation showing such status in lieu of parent/guardian permission.
- Submit **one** of the following:
 - A letter from the student's local school district stating that the student has been approved to take college classes. A high school transcript must accompany this letter.
 - A letter from the student's local school district

stating that the student has been released from compulsory education.

- A letter from the student's local school district certifying that the student is a home school student for that year. Home school students must supply such certification each year until the student's class graduates from high school.

Admission to Specific Programs

Admission to certain degree and certificate programs at DSU may be restricted by outside agency standards, licensing requirements, limited capacity, high student demand, or program requirements. All prospective students must first apply through the Admissions Office before being considered for admission to a specific program. No application to a specific program may be considered until the applicant has been admitted to the University.

Undocumented Students

In the state of Utah, undocumented students who attended a Utah high school and did not attend a college or university prior to Fall 2002 are exempt from the non-resident portion of the tuition at institutions of higher education, allowing them to pay the in-state tuition rate if one of the following specific conditions apply:

- Student attended high school in the state of Utah for three or more years
- Student graduated from a high school in Utah or received the equivalent of a high school diploma in Utah

In addition to these requirements, a student without lawful immigration status must file an affidavit with DSU (<http://dixie.edu/reg/forms/affidavit-non-res.pdf>) in order to receive resident tuition.

English Proficiency

Regardless of citizenship, students must demonstrate English proficiency before being admitted as a degree-seeking student. This proficiency can be demonstrated by providing either a transcript with at least one year of high school education at an English-speaking institution *or* a minimum TOEFL score 61iBT or equivalent.

Students whose native language is not English and whose college placement scores are low may be required to enroll in English for Speakers of Other Languages (ESL) courses. *See ESL section of this catalog.*

Residency

Applications for residency must be received by the seventh (7th) business day of the semester, and all supporting documentation must be submitted by the 14th day. Any appeal of a residency decision must be filed within 10 business days after the email denying residency is sent.

For regulations regarding residency, please review the requirements at the online Admissions page (www.dixie.edu/admissions) or call the Admissions Office at (435) 652-7777.

Deferred Admission

- First-time freshmen, transfer students, and readmitted students may defer their enrollment in the institution for a maximum of seven (7) consecutive semesters (including summers) once they have been completely admitted. Students granted Deferred Admission will not need to reapply or pay a readmission fee and may, in some circumstances, retain an awarded scholarship.
 - Students who received concurrent enrollment credits as high school students are still considered first time freshmen.
 - Current DSU students may request a Leave of Absence. *See Leave of Absence in the Registration section of this catalog.*
- Application for Deferred Admission must be submitted **before** the beginning of the semester in which the deferment will begin.
- Deferred Admission may be granted for the following reasons:
 - Serving a humanitarian or religious mission
 - Medical problems
 - Financial or employment-related issues
 - Military service
 - Family responsibilities
- If a student is granted Deferred Admission, the student will not be required to apply for readmission as long as s/he registers for classes within seven semesters.
- Students requesting Deferred Admission who have been awarded a scholarship may request a deferment of that scholarship for the same length of time.
 - Out-of state tuition waivers may not be deferred, but students granted such a waiver who defer their admission will receive first priority for such a waiver upon their return, pending eligibility and program restrictions.
- It is a student's responsibility to register for the semester following the period of deferred admission. If desired, the student may designate someone to register for classes for him/her prior to his/her return.
- If a student does not register for courses within seven semesters, the student will forfeit any scholarship or tuition waiver rights and will need to apply for readmission.
- A student may not request Deferred Admission to attend another post-secondary institution, including any university, college, or technical / vocational school.
- Information on Scholarship Deferment can be found in the Scholarship section of this catalog.
- Deferred Admission forms are located at https://www.dixie.edu/registration/?page=leave_of_absence.

Deferred Admission Checklist

1. Complete and submit Deferred Admission form and Scholarship deferment form if applicable. Forms are available at <http://www.dixie.edu/registration/?page=Forms>.
2. If you want someone else to be able to register you for classes before you actually return to campus, you must designate that individual using the Deferred Admission form.
3. Meet with an academic advisor to determine what courses you should take upon return.

Returning from Deferred Admission

1. Determine if additional or updated information needs to be submitted to the Admissions and/or Scholarship offices.
2. Register for classes to take during the first full semester after your return. If you want to return to DSU prior to your anticipated return date, contact the Admissions Office.
3. Retake the Accuplacer placement exam if needed for Math prerequisites.
4. Meet with an academic advisor to create an academic plan to review updated or new requirements and facilitate efficient completion program and degree requirements.
5. If you learned a foreign language during your derral period, you may be eligible to earn up to 16 credits by taking an exam and/or course. Contact the Humanities Department for more information.