



# ADMISSIONS

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Student Center D105 • 262-595-2355 • Keyword: *Admissions*

The Office of Admissions provides recruitment services, admission counseling and support for prospective undergraduate students. The office also houses admission application processing and coordinates residency for tuition appeals.

## Degree-Seeking Status

Degree-seeking students are those expecting to complete requirements for a degree or second degree. To be accepted as degree-seeking, students must meet the appropriate admission requirements in effect at the time they complete the application.

Students are subject to the general education requirements in effect at the time they are accepted as a degree-seeking student. Students' specific program requirements (major, minor, certificate, concentration) are determined by the date their program declarations are accepted by the appropriate department. Determination of freshman, sophomore, junior, or senior classification will be made on the basis of the combined total of credits earned toward graduation at UW-Parkside and credits accepted in transfer:

Class	Credits
Freshman	24 or fewer
Sophomore	25 to 53
Junior	54 to 83
Senior	84 or more

## Admission Requirements

### New Freshmen

To be considered for admission as degree-seeking candidates, applicants must submit the University of Wisconsin System Application, the required application fee, official transcripts from high school (or the equivalent). In addition, all applicants under 21 years of age on September 1 of the academic year in which they plan to enroll must also submit ACT or SAT scores.

Freshman applicants must demonstrate they are prepared to do satisfactory academic work and, as members of the campus community, will benefit from and enrich the educational environment and the quality of UW-Parkside. Academic factors will continue to be of primary importance in the comprehensive review. These factors include, but are not limited to, the quality and rigor of the high school course work, grade point average, class rank, and trend in grades. ACT/SAT scores will be used to provide additional insight about an applicant's academic qualifications.

In addition to the academic background and qualifications of applicants, nonacademic factors will also be considered. These factors may include but are not limited to, student experiences, work experience, leadership qualities, motivation, community service, special talents, status as a veteran of the U.S. military, whether the applicant is socio-economically disadvantaged, and whether the applicant is a member of a historically underrepresented racial or ethnic group.

Since there are no longer specific requirements to guarantee admission, and in an effort to help students plan their academic future, students likely to be admitted will rank in the upper 50th percentile of their high school class or have a minimum ACT composite score of 20 (or SAT equivalent) and complete the academic units listed below.

New freshmen must complete a minimum of 17 high school units with the following distribution:

Academic Subjects	Units
English/Speech	4 (3 units must be composition and/or literature)
Mathematics	3 (must be algebra and higher or equivalent)
Natural Science	3 (including one lab science)
Social Science	3
Additional Electives	4 (from the above areas, foreign language and/or fine arts and computer science)

\* While foreign language is not a requirement for admission to UW-Parkside, students who have not completed two years of one foreign language in high school (with a minimum average grade of C in year two) will be required to complete foreign language at the college level. See the foreign language requirement in the Programs and Policies section of this catalog for further information.

## Four-Year Graduation Guarantee Plan

The University of Wisconsin-Parkside offers a four-year graduation guarantee that assures eligible entering freshmen a degree at the end of eight regular semesters.

Under the Chancellor's Four-Year Guarantee Program, students work closely with an academic adviser to carefully plan a sequence of courses in order to complete UW-



Parkside's degree requirements within four years of enrollment. The program is designed to help undergraduate students enter the work force full time as soon as possible, or pursue a graduate education, and avoid unnecessary tuition expenses.

To be eligible for the program, first-time freshmen entering UW-Parkside must express their intent to complete one major and degree program, have the necessary academic preparation to begin course work at the entry level for general education and their chosen major, and enroll in at least 15 credits their first semester.

To remain eligible, students must complete an average of 15 credits each semester, maintain a 2.00 grade point average, declare their major as soon as allowed by the academic department, develop a four-year plan with their academic adviser and meet with that adviser each semester prior to course registration. There is no penalty for students who enter the program but are unable to complete it; there is no obligation to stay in the program.

UW-Parkside provides participating students with a four-year academic plan, appropriate academic advising, and courses required for the declared major and degree. The university also provides substitutions or waivers of requirements or even free tuition or tuition reimbursement for participating students if the required courses are not available and the student is not able to graduate in four years.

For more information about the Chancellor's Four-Year Guarantee Program, contact the Advising and Career Center in Wyllie Hall room D175 or call 262-595-2040.

## Transfer Students

Transfer students are those who enter UW-Parkside with credits earned from another accredited college, university, or college-parallel liberal arts program.

Transfer students must submit the University of Wisconsin System Application for Undergraduate Admission, a check or money order for the required application fee, and transcripts from all high schools and all institutions of higher education previously attended. Applicants who already hold a bachelor's degree need not provide high school transcripts, unless they have completed the foreign language requirement with course work completed in high school (see the foreign language requirement in the Policies section of this catalog).

Transfer applicants are given a comprehensive review for admission consideration. Academic factors for admission include the academic rigor of the completed college courses, the earned number of college transfer credits, individual course grades and collegiate cumulative grade point average. A transfer applicant's high school academic record, including curriculum, GPA, class rank and ACT or SAT score may also be considered when less than 24 semester transfer credits have been earned at the time of application.

Non-academic factors that may be considered include but are not limited to, leadership experience, community service, and life circumstances. Applicants are encouraged to provide documentation that supports consideration for admission.

UW-Parkside accepts a maximum of 72 credits from any University of Wisconsin two-year college or any other two-

year institution with an accredited college-parallel liberal arts program. College-level courses with a passing grade will be applied toward the number of credits needed for a degree. However, some of these courses may not meet specific major or general education requirements. The appropriate department should be contacted for verification that specific course work fulfills major requirements.

Important information about academic policies that apply to transfer students can be found in the Policies section of this catalog.

Failure to inform UW-Parkside of attendance at any other institution of higher education may constitute grounds for disciplinary dismissal. If, after receiving complete transfer records, the university determines that the student is on academic or disciplinary drop status at another institution of higher education, that status will be honored by UW-Parkside and the applicant's registration will be canceled.

## Transfer Information System (TIS)

Transfer students can use the Transfer Information System (TIS) to find information on transferability of courses. TIS is a database that gives students information on how courses transfer within two- and four-year UW System institutions. It also includes transfer information about the Wisconsin Technical College System. TIS provides course equivalencies and information on which courses meet general education requirements, as well as additional information important for transfer students. Access to TIS at UW-Parkside is available in the library's computer laboratories. TIS can be accessed through UW-Parkside's website or directly at <http://www.uwsa.edu/tis>.

Transfer students enrolled in the Wisconsin Technical College System who wish to continue their education in the UW System may be eligible to transfer credits toward bachelor's degrees.

Students enrolled in the college-parallel program at Madison Area Technical College, Milwaukee Area Technical College, or Nicolet Area Technical College may transfer up to 72 credits of liberal arts-parallel (200 level) toward their degrees.

Up to 15 credits of specified courses designated as general education by the Wisconsin Technical College System may be transferred to UW-Parkside. Also, two specified courses in math and science may be accepted. Additional courses are eligible for transfer if they are included in the specific program-to-program transfer agreements that UW-Parkside has signed with some Wisconsin Technical College institutions.

The UW-Parkside/UW-Milwaukee Consortial Nursing Program has signed a program-to-program articulation agreement with Gateway Technical College. The agreement affords those students who have earned an associate degree in nursing at Gateway Technical College the opportunity to transfer credits toward the bachelor of science degree. Students wishing to take advantage of this articulation agreement should consult with the academic adviser of the nursing program, located in Tallent Hall by calling 262-595-2480.

## Re-entry Students

Applicants who previously attended UW-Parkside but have not been enrolled for at least the last semester must complete a re-entry application. Students who were previously enrolled and left due to military active duty deployment are eligible to re-enroll at the university with the same academic standing as when they last attended.

In addition, students applying for re-entry must submit high school transcripts and transcripts from all institutions of higher education previously attended unless they have been provided in the past. Applicants who have been dropped for academic reasons from another institution since last attending UW-Parkside are not eligible to return to the university. Under extraordinary circumstances the Office of Admissions will consider appeals.

Applicants seeking re-entry after having served a period on academic suspension from UW-Parkside must complete a re-entry application and contact the Advising and Career Center to obtain a special permit to re-enter the university. To obtain a permit to reenter, students must demonstrate that they have improved their ability to succeed in college.

## Non-Degree-Seeking Students

UW-Parkside welcomes students pursuing studies for personal or professional enrichment. Persons not pursuing a degree or a second degree and those wishing only to audit courses are admitted as non-degree-seeking students. Such students must submit the University of Wisconsin System Application for Undergraduate Admission, but no application fee is required. Non-degree-seeking students are classified as special students at the graduate or undergraduate level and are not eligible to receive financial aid.

A non-degree-seeking student may not enroll for more than 6 credits in a given semester without permission of the director of the Advising and Career Center. Only the first 15 credits earned at UW-Parkside as a non-degree-seeking student may later be applied toward an undergraduate degree. A non-degree-seeking student cannot declare a major. Academic probation and drop policies related to grade point averages and earned credits apply. Completion of appropriate placement tests is a required prerequisite to enrollment in English, mathematics, chemistry, or second-semester or higher foreign language courses.

Non-degree-seeking students who desire to be degree candidates must file a degree-seeking application, available from the Office of Admissions, and submit transcripts from all high schools and all other institutions of higher education previously attended. Students must meet the admission requirements in effect at the time they complete their files and are ready to be considered for admission as degree-seeking students.

Students are subject to the general education requirements in effect at the time they are accepted as a degree-seeking student. Students who have been granted degree-seeking status and wish to declare a major may petition to do so. Students' specific program requirements (major, minor, certificate, concentration) are determined by the date their program declarations are accepted by the appropriate department.

## International Students

Students from approximately 30 countries currently attend UW-Parkside. The Office of Admissions assists international students in completing the admissions process and determines eligibility for scholarship assistance.

Admission of international students depends on scholastic achievement, English language competency, and the student's ability to secure the required financial support. To apply, students must submit the following: The University of Wisconsin System International application, official transcripts in English translation documenting completion of secondary school and attendance at all other institutions of higher education (if applicable); a check or money order payable through a United States bank to cover the required application and international student fee; and official Statements of Financial Support. Students must also arrange for the university to receive official scores showing English Language proficiency. The Test of English as a Foreign Language (TOEFL) is preferred but other acceptable tests include IELTS and the STEP test. The minimum required score on the TOEFL is a computer-based score of 197 or Internet-based score of 71; for IELTS the minimum score is a 6; and for STEP, completion of Pre-1st Grade Level. In addition, upon admission, each student is required to take a placement test to determine English proficiency prior to course placement.

Students seeking transfer credit from an international post-secondary institution will be referred to a foreign credential service. An additional fee will be charged by the evaluation service.

International students are generally required to finance their entire education. United States immigration regulations restrict almost all off-campus work and limit on-campus work to 20 hours per week.

All UW-Parkside international students are required to have health insurance that is comparable to that provided by Student Assurance Services, Inc. All international students are automatically billed and enrolled in the Student Assurance plan twice a year (September and February). Removal from the policy is done after presenting a copy of the policy and proof of current enrollment in a comparable plan to the International Program Coordinator located in Tallent Hall 180. This must be done within the enrollment period – the first two weeks of each semester. Questions concerning this program should be addressed by calling 262-595-3215 or 262-595-2366.

The application deadline for fall is June 1, and for spring is November 1.

## Veterans

UW-Parkside is approved for the education of reservists, veterans, disabled or deceased veterans' dependents, and war orphans under programs provided by the U.S. Veterans Administration and the state of Wisconsin Department of Veterans Affairs. All veterans' benefits are coordinated by the University's Veterans Certifying Official.

To be certified for benefits, veterans enrolling for the first time must submit an Application for Educational Benefits form. Students who were receiving benefits at another school must



submit a Request for Change of Place of Training form. In order to continue receiving benefits, veterans must submit a Request for Veterans' Benefits form at the beginning of each semester. Veterans interested in state of Wisconsin benefit programs must contact their county Veterans Service Office.

Federal and state financial aid related regulations may require some veterans benefits to be considered as part of a financial aid award package. Veterans who plan to receive financial aid in addition to veterans benefits must report their monthly benefit amounts to the Student Financial Aid Office.

Veterans who have not attended UW-Parkside for one or more semesters should contact the Office of the Registrar when applying for re-entry to the university.

## Opportunities for Social Security Disability Recipients and Senior Citizens

Persons receiving Social Security Disability Insurance and senior citizens aged 60 or older may audit courses without paying a fee. (See section entitled "Audit" in the Programs and Policies section of this catalog.)



## High School Students

High school juniors and seniors with superior high school records may enroll as non-degree-seeking students in one or two UW-Parkside courses while working toward a high school diploma. Students must consult with their high school counselors before undertaking university work and present written permission from the appropriate high school official.

## Youth Options Program

Students in Wisconsin public high schools may be eligible to take college courses for both high school and college credit and have those courses paid for by their school district. Interested students should consult their high school counselors for information about this program. Minimum qualifications for the Youth Options Program require that students must:

- Be in the junior or senior year.
- Rank in the upper 25% of their high school class.
- Have the approval from their high school.
- Submit all appropriate and official applications and documentation as approved by their high school.

## Advanced Placement

Applicants who have exhibited outstanding scholarship and participated in the College Entrance Examination Board's Advanced Placement Program may be considered for advanced college placement or credit. Such applicants must submit official Advanced Placement examination reports to the Advising and Career Center.

## Placement Tests

Most newly admitted students are placed into English, reading, mathematics, and chemistry courses using current ACT sub-scores (less than three years old.) Entering students with no current ACT scores are required to take placement tests in English and mathematics. Students wanting to enroll in advanced foreign language courses must take the appropriate foreign language placement test. Students are placed into chemistry by their math placement.

Placement test information is available on the campus website, [www.uwp.edu](http://www.uwp.edu) keyword: *placement testing* or by calling 262-595-2605. Information is also available in Learning Assistance in Wyllie Hall 107 or by calling 262-595-2370.

Students who have taken placement examinations at another UW institution may request that the institution forward a copy of the test scores to UW-Parkside. Test scores may be mailed to: UW-Parkside Learning Assistance, PO Box 2000, 900 Wood Road, Kenosha, WI 53141-2000, or faxed to 262-595-2716.