

# Requirements for Admission

Admissions Office  
Cope Administration Building 208

## Priority Application Filing Deadlines

Fall semester applicants who file their admission applications and necessary credentials by July 1 are guaranteed to receive an admission decision prior to Fall registration dates. Persons applying after July 1 may not be allowed to register for Fall classes because of the time required to evaluate admission credentials.

The priority filing deadline for Spring semester applications is December 1.

## Required High School Courses

In addition to the admission requirements described below, all students graduating from high school in 1993 or thereafter must have completed the high school subject units listed below for regular admission to MTSU. Students graduating from high school in 1989-92 must meet the 1989 14-unit requirements—those listed below but excluding visual and/or performing arts.

Subject Area	Required Units
English	4
Visual and/or Performing Arts, includes a variety of possibilities in either performance or survey courses	1
Algebra I (or Math for Technology II), Algebra II, and Advanced Math or Integrated Math Sequence (Integrated Mathematics I, II, III)	3
Natural/Physical Sciences, including at least one unit, with lab, of biology, chemistry, physics, or principles of technology	2
Social Studies, (world history, ancient history, modern history, European history, or world geography)	1
United States History	1
A single Foreign Language	2

An additional unit in the arts, in mathematics, and in foreign languages is recommended. Applicants who attended high schools not offering the required courses may be admitted, but they must remove the deficiencies before enrolling for 64 credit hours. Different requirements may exist for some freshman applicants (e.g. early admission and international students). Students who graduated from high school prior to Spring 1989 and students who acquired a GED credential in 1988 or earlier are exempt from removing unit deficiencies. Students receiving a degree designed for transfer from any community college are also exempt. Transfer students who graduated from high school in May 1989 or thereafter are subject to the requirements.

## High School Graduate

**Public School**—applicants for degree admission as first-time freshmen must provide an official high school transcript showing credits earned and date of graduation. The transcript of graduates of Tennessee public high schools must include a notation indicating that the student passed the required proficiency examination.

**Non-Public School**—graduates of non-public high schools (including private schools, home schools, and church-related schools) must submit an official transcript showing credits earned and date of graduation. The transcript of a home school applicant must be an official copy from an affiliated organization as defined by state law (T.C.A. 49-50-801) or be accompanied by certification of registration with the superintendent of the local education agency which the student would otherwise attend. Applicants who cannot provide a satisfactory secondary school credential may substitute acceptable scores on either the GED examination or the ACE examination.

*NOTE: The cumulative high school grade point average is calculated based upon grades nine through twelve. However, if admission credentials are received by the Admissions Office prior to the applicant graduating from high school then the cumulative grade point average is based upon seven semesters (grade nine through mid-year of grade twelve). The review for high school unit requirements is also based upon grades nine through twelve.*

## Standardized Examinations

Only one valid set of ACT/SAT test scores will be used for admission purposes, and that same set is used for assessment decisions. Valid ACT/SAT scores are those earned within three years prior to the first day of the first term of enrollment. Students 21 years of age or older are not required to submit ACT/SAT scores, but those who elect to present valid scores may do so. SAT scores are acceptable in lieu of ACT scores for all applicants.

## Freshman

Following are the admission standards for in-state applicants. The categories described below are designed to clarify the process used to evaluate undergraduate applications. It is not necessary for the applicant to choose a category in which to apply, but familiarity with the requirements in each category will assist the applicant in understanding the admission process and his/her likelihood of being admitted. The categories are

**Honors Admission**—for high-ability students

**Standard Admission**—for the majority of applicants

**Committee Review**—for applicants not meeting standard admission requirements

**Alternative Admission**—for applicants who have special talents or circumstances which may be taken into consideration

**Admission by Exception**—for applicants with one or two high school course deficiencies

The requirements for each admission category are listed below. Applicants meeting the criteria for Honors or Standard Admission are **guaranteed** admission to MTSU. All other applications will be **reviewed** by the Admissions Review Committee for possible admission.

Applicants who graduated in 1993 or after are required to have completed the fourteen core courses listed above. Applicants who graduated between 1989 and 1993 are required to have completed the same core courses with the exception of the visual and/or performing arts.

MTSU will continue to admit a very limited number of applicants who have not completed all of the specified high school units (using the Alternative Admission or Admission by Exception categories). Competition for these spaces is keen. Applicants with more than two deficiencies are rarely admitted.

**Honors Admission**—Applicants who meet the conditions in either of the following requirements are guaranteed admission to MTSU and are admitted automatically into the University's Honors College:

1. ACT composite score of 26 or higher and at least a 3.00 high school GPA (Applicants with fewer than two units of a foreign language or without one unit of visual/performing arts will be required to remove these deficiencies after enrolling at MTSU.);
2. ACT composite score of 22 or higher, a grade point average of 3.50 or higher, and completion of the required high school units.

Participation in the Honors College is not required of applicants admitted in this category. Many high school seniors will not know until the end of the school year that they are eligible for Honors Admission based on their GPA. In such cases, the applicant will be upgraded to Honors Admission when the final high school transcript is received.

**Standard Admission**—The majority of freshman applicants will be admitted in the Standard Admission category. In addition to the required high school units, applicants must have a minimum ACT composite score of 20 **or** a minimum 2.80 cumulative grade point average on a 4.00 scale. High school graduates who can show either of these criteria and passing grades in all of the required high school courses are guaranteed admission to MTSU.

**Committee Review**—Applicants who do not meet the conditions listed above for Standard Admission may submit their credentials to the Admissions Review Committee. The committee will consider applicants who have completed the required high school courses and have either an ACT composite score of 17, 18, or 19 **or** at least a 2.00 cumulative grade point average on a 4.00 scale. In addition to the MTSU admission application, official high school transcript, and ACT scores (if under 21 years of age), these applicants are required to provide a personal statement which includes answers to the following questions.

1. Our most important concern in evaluating admission applications is to select students who will succeed at MTSU. What factors in addition to your previous college grade point average do you think we should consider in order to make a fair decision regarding your ability to be academically successful at MTSU?

2. Are there extenuating circumstances which affect your grades that you feel will assist the Admissions Committee in making their decision?
3. If admitted to MTSU on probation, what specific steps would you take to improve your grades?
4. What are your career goals? How will attending MTSU help you achieve them?

Applicants in this category are **not** guaranteed admission to the university. It is anticipated that MTSU will admit some applicants in this category after a careful review of their academic preparation and the required written personal statement. However, **applicants with a high school grade point average of less than 2.30 or an ACT composite score of less than 17 typically will be denied admission.** Decisions of the Admissions Review Committee are final.

All applicants who present the GED instead of a high school diploma also will have their files reviewed by the Admissions Review Committee to determine admission eligibility. Requirements for GED admission are:

1. minimum GED score of 45;
2. if less than 21 years of age, ACT scores must be presented;
3. personal statement form;
4. upon acceptance, completion of academic assessment placement testing.

**Alternative Admission**—Applicants with special talents or circumstances who do not meet the requirements for the above admission categories may still be considered for Alternative Admission. This category applies to applicants with one or more high school deficiencies or who have scored lower than 17 on the ACT and have less than a 2.30 grade point average. Applicants for Alternative Admission should submit the MTSU application for admission, official high school transcript (and/or GED score), ACT scores (if under 21 years of age), and a personal statement which includes answers to the following questions.

1. Our most important concern in evaluating admission applications is to select students who will succeed at MTSU. What factors in addition to your previous college grade point average do you think we should consider in order to make a fair decision regarding your ability to be academically successful at MTSU?
2. Are there extenuating circumstances which affect your grades that you feel will assist the Admissions Committee in making their decision?
3. If admitted to MTSU on probation, what specific steps would you take to improve your grades?
4. What are your career goals? How will attending MTSU help you achieve them?

The Admissions Review Committee may also request additional documentation specific to each individual's circumstances. It is expected that only a very small number of people in this category will be admitted. In the absence of special talents or circumstances, applicants who do not meet the requirements for Honors, Standard, or Reviewed admission will be denied. Decisions of the Admissions Review Committee are final.

Applicants with diagnosed learning disabilities should contact the MTSU Disabled Student Services Office for more information.

**Admission by Exception**—This category is designed to assist freshman applicants who graduated from high school in 1989

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or after but did not complete all of the high school courses mandated by the Tennessee Board of Regents. Applicants who are otherwise admissible to Middle Tennessee State University may be granted admission with one or two high school course deficiencies under the following circumstances:

1. The applicant has an ACT composite score of 21-25 (or SAT score of 980 to 1160) and no more than two high school unit deficiencies. Applicants who meet these two criteria will be reviewed on an individual basis.
2. The applicant has an ACT composite score of 20 (or SAT score of 940), a cumulative high school GPA of 2.80 or higher, and no more than two high school unit deficiencies. Applicants in this category will be reviewed on an individual basis.

Applicants who are granted Admission by Exception will be required to remove their high school unit deficiencies within the first 60 hours of their college work. If the deficiencies are in math or English, the applicant will be required to write an academic assessment placement test prior to enrolling. Information about placement testing may be found below and on page 86.

### Out-of-State Applicants

Graduates of high schools located outside Tennessee can qualify for admission by meeting the conditions specified in any of the admission categories above. Out-of-state applicants may submit SAT scores or ACT scores. An SAT score of 940 is equivalent to the ACT score of 20 used for standard admission. For honors admission, out-of-state applicants can qualify by an SAT total score of 1170 or high school grade point average of 3.50 on a 4.00 scale with a minimum SAT score of 1020. Entering freshmen also qualify for Honors College admission if they have a minimum ACT composite score of 26 and at least a 3.00 high school GPA or if they have a high school GPA of 3.50 and a minimum 22 ACT composite score. Out-of-state students may also present GED scores as appropriate.

### Assessment Examinations

ACT composite and mathematics and English sub-scores will be used to identify students requiring academic assessment for purposes of placement. Minimum requirements are that applicants under 21 years of age

1. whose ACT composite score is 18 or lower must complete a reading comprehension test;
2. whose ACT mathematics sub-score is 18 or lower must take the appropriate mathematics tests as determined by level of high school preparation in mathematics;
3. whose ACT English sub-score is 18 or lower must complete a writing sample.

Applicants 21 years of age or older on the first day of classes of their first term are required to take the entire academic assessment placement test series unless they elect to present ACT scores posted within three years prior to the first day of the first term of enrollment.

Transfer students without previous college-level English or mathematics coursework will be required to take the appropriate portion of the assessment test prior to registration. Trans-

fer students whose high school transcript reflects a deficiency in either English or mathematics but whose transfer course work includes a grade of C- or better in a college-level English or algebra based mathematics course will be exempt from placement testing.

The assessment exam is administered on several dates during the Fall, Spring, and Summer semesters. A \$3 fee is charged for the assessment exam. On the basis of their test scores, students are placed in basic, developmental, or college-level courses. More information about the Developmental Studies Program may be found on page 86.

**NOTE 1:** Academic assessment placements scores older than three years are not valid.

**NOTE 2:** After acceptance as a student, there are certain performance tests students will be required to take during their academic careers. It is a requirement of admission that students agree to take any test deemed necessary by the institution. In those instances in which tests are administered by an external entity, students hereby agree that the results of such tests be released to the institution. The purpose of this requirement is to comply with the legislature's expressed intent that institutions regularly evaluate and improve instruction at all levels. If students are under 21 years of age and are required by institutional policy to complete academic assessment placement tests, their scores on these tests and course placement may be reported to their high school for research purposes. Any test scores will be treated confidentially as required by law.

### Transfer

An undergraduate applicant who previously has registered at any college or university must apply as a transfer student. In order to qualify for regular admission, the applicant must request that a transcript from each institution attended be sent directly to the Admissions Office. Applicants who have earned 8 or fewer semester hours or 12 or fewer quarter hours from a college or university must meet both transfer and freshman admission standards. Concealment of previous college or university attendance may be cause for rejection, cancellation of admission, or dismissal of the student.

Admission will be granted to applicants who have a cumulative grade point average of 2.00 or higher. (Applicants who have not been enrolled in any post-secondary institution in the 12 months preceding the term for which they are applying will be eligible for admission, but they will be admitted on academic probation if their cumulative grade point average is less than 2.00). Transfer applicants graduating from high school in 1989 or thereafter who have not earned 60 semester hours of transferable work and who have not earned an associate's degree designed for transfer are subject to the high school units requirement described on page 24.

Eligible transfer applicants who have not completed all of these courses will be admitted, but they must remove deficiencies during the first 30 credit hours of enrollment at MTSU. Courses required to remove deficiencies can be used to satisfy elective credit only. Transfer students whose transfer coursework includes a grade of C or better in a college-level English or algebra-based mathematics course will be exempt from placement testing. The algebra-based mathematics course will be used to satisfy the high school unit deficiency.

The college-level English course will be used to satisfy the English high school deficiency. The completion of another college-level mathematics/English course will be required to satisfy General Studies requirements.

Transfer applicants who do not have a cumulative 2.00 grade point average may submit their credentials to the Admissions Review Committee for review. The committee will consider applications from applicants with less than a 2.00 cumulative grade point average. In addition to college transcript(s) these applicants are required to provide a transfer appeal form which includes answers to the following questions.

1. Our most important concern in evaluating admission applications is to select students who will succeed at MTSU. In your own words answer one of the following;
  - What activities in high school—including extracurricular activities, employment, and any other information you feel is important—would assist us in considering you for admission?
  - If you are over 21 years of age, what employment experiences have you had since leaving high school and is there any other information you feel is important in considering you for admission?
2. Are there extenuating circumstances which affected your grades that you feel will assist the Admissions Committee in making their decision?
3. In what ways have you prepared yourself to meet the challenges of attending Middle Tennessee State University? Why do you want to attend college and in particular why would you like to attend MTSU?

Transfer students admitted by the Admissions Review Committee will be admitted on probation. Refer to page 53 for university retention policy. Decisions of the Admissions Review Committee are final.

Transfer applicants without previous college-level English or mathematics coursework will be required to take the appropriate portion of the academic assessment placement test prior to registration. The test will assist in course placement and may result in requiring some students to enroll in developmental courses as additions to their programs.

### Acceptance of Transfer Credit

Middle Tennessee State University accepts transfer credit from institutions of higher learning based upon the following considerations:

1. the educational quality of the institution from which the student transfers;
2. the comparability of the nature, content, and level of credit earned to that offered by MTSU; and
3. the appropriateness and applicability of the credit earned to the programs offered by MTSU in light of the student's educational goals.

When posting transfer courses to the MTSU record, all transfer courses are converted to MTSU's grading scale and repeat policy. The Admissions Office will send an evaluation when the file is complete. The office **does not** evaluate students who have already received a bachelor's degree.

Students who have completed coursework at institutions for which MTSU has no recent history may be asked to provide information to determine the comparability of content and

level of credit presented as transfer to that credit offered by MTSU. Petition is made by submitting the Application for Acceptance of Credit Form available in the Admissions Office. Credit will be granted upon recommendation from the academic advisor and chair of the academic department in which the course is taught, approval of the academic dean of the college in which the course is taught, and approval by the associate director of admissions for transfer services.

Students who feel that they are competent in certain subject areas are encouraged to earn credit through a nationally recognized credit-by-examination program or through departmental credit-by-examination programs at MTSU.

Of the 132 semester hours required for graduation, a minimum of 60 semester hours of senior college credit (credit awarded at four-year institutions) is required of all students who transfer from accredited colleges of less than four-year designation, with at least 48 of the 60 being upper-division courses. A grade of D in English 1010 and 1020 is used to determine admission eligibility but does not meet degree requirements. Refer to page 228 for more details. Additional information on this stipulation is given under the requirements for graduation on page 55.

***NOTE:** All universities and community colleges in the Tennessee Board of Regents (TBR) system share a common set of minimum requirements for baccalaureate degrees or associate degrees designed for transfer. Please see page 57 for further information.*

### Re-enrollee

1. Re-enrollees who have not attended another institution since leaving MTSU need only complete an application for readmission. Applicants who have not been enrolled in any post-secondary institution in the 12 months preceding the term for which they are applying will be eligible for admission, but will be admitted on probation if their cumulative grade point average is less than 2.00.
2. Re-enrollees who have attended another institution since leaving MTSU need to submit an application for readmission and a transcript from **all** institutions attended since leaving MTSU. Applicants in this category need a grade point average of 2.00 or higher on all courses attempted at all colleges. Registration cannot occur until all transcripts are received so that eligibility for re-admission can be determined.
3. Re-enrollees who wish to attend MTSU after being suspended should follow items 1 and 2 above as well as the following:
  - a. Students who receive their first suspension at the end of the Fall Semester may not register at MTSU until the following Summer.
  - b. Students receiving their first suspension at the end of the Spring semester will not be eligible to re-enroll until the following Spring semester.
  - c. Students receiving their first suspension at the end of the Summer Session will not be eligible to re-enroll until the following Spring semester.
  - d. Students receiving two or more suspensions from any college(s), including MTSU, will be denied readmission for one calendar year.
  - e. Students who attended another institution during their suspension from MTSU will be readmitted if they have raised

their cumulative grade point average (including MTSU work) to 2.00 or greater, or they have completed a minimum of 12 semester hours at the institution(s) attended since MTSU enrollment with a grade point average of 2.00 or greater.

### Programs for Academically Talented High School Students

Upon completion of the junior year in high school, a student may enroll in regular freshman-level courses during Summer Term under the following conditions:

1. A student must be in the upper 25 percent of the high school class and be nominated by his/her principal and/or counselor.
2. Courses taken during Summer Term must be chosen by the student in consultation with the high school counselor and department chair at MTSU. These courses are intended to supplement, not overlap, the total high school program and are not expected to be used for high school graduation. These courses will have no influence upon entrance requirements for regular admission to MTSU; however, they will count as regular college credit.

### Early Admission

There are two ways one may qualify for early admission:

1. Those students who would like to begin college at the end of their junior year must qualify under the following conditions:
  - a. be at least 16 years of age;
  - b. have completed the junior year of high school with a minimum of 14 high school units;
  - c. have a 3.50 grade point average on all work taken during grades 9, 10, and 11;
  - d. have a minimum ACT composite score of 27;
  - e. be recommended for participation in the program by either the high school principal or guidance counselor.
2. Academically talented/gifted students enrolled in grades 9 through 12 in public or private schools in Tennessee may enroll in and receive regular college credit from Middle Tennessee State University under the following provisions:
  - a. The student has a grade point average of 3.20 on a 4.00 scale;
  - b. The student must present recommendation and permission from the high school principal;
  - c. Placement in college courses must be a part of the student's Individualized Educational Placement (IEP) as determined by the Multi-disciplinary Team.

The University makes no inference that courses completed at MTSU would apply toward high school graduation requirements. This privilege of enrollment is granted only to students enrolled in Tennessee public or private high schools as specified in Chapter 395 of the Public Acts of 1983. Students may register for no more than nine (9) semester hours per semester when enrolled in this program.

### High School Scholars Program

The High School Scholars Program is a joint effort between the University and participating high schools. The program utilizes University resources to provide enrichment and challenge to academically-talented high school seniors. Under this program, students may enroll at MTSU while completing their senior year of high school.

The high school retains complete authority over a student's participation in the program, with the principal maintaining the right to terminate participation. The student's primary responsibility, both academically and socially, remains with the high school and precludes participation in such University extracurricular activities as student clubs, athletic teams, and student publications. Academic performance at MTSU, however, becomes part of the student's permanent university record whether the student remains at MTSU or transfers to another institution. HSSP students enroll in regular University courses with regular full-time students without being identified as high school students or as deserving special consideration. Termination is possible at any time, but grades for any completed work will remain a permanent part of the student's transcript. The high school may permit a student to count courses taken at the university level for credit toward high school graduation. This decision is solely at the discretion of the high school principal and has no bearing on the student's status at MTSU.

A student may qualify for the High School Scholars Program under the following conditions:

1. be at least 16 years of age;
2. have completed the junior year of high school with a minimum of 14 high school credits;
3. have a 3.50 grade point average on all work taken during grades 9, 10, and 11;
4. have a minimum ACT composite score of 27;
5. be recommended for participation in the program by the high school principal or guidance counselor.

### Special Students

#### Audit

Any person who is over 18 years of age and who wishes to take a course but receive no credit (audit) may do so by applying at the Admissions Office.

*NOTE: Regular registration fees will be charged for auditing courses. Specific regulations concerning the responsibilities of students who audit courses may be found on page 38.*

#### High School Enrollment

Applicants who have completed their sophomore year in high school can be admitted in the non-degree category under certain conditions as approved by the director of admissions.

#### 60-Year/Disabled (Audit) Student

Applicants 60 years old or older or permanently and totally disabled (T.C.A., Section 49-7-113) and domiciled in Tennessee are required to pay the non-refundable application fee but are **not required** to pay registration fees if they audit courses. Proof of age or disability is required annually. Registration is on a space-available basis. Regular registration fees will be charged for credit courses.

#### Adult Special Student

This category is designed to serve the interests of an adult learner (age 21 or older) who does not wish to pursue a de-

gree at the present, but who wishes to receive academic credit. To be admitted, an individual must hold a high school diploma or the equivalent. The applicant who first is denied regular admission to MTSU will also be denied admission to this category for the same semester. Students in this category are not allowed to register for

1. a college-level mathematics or English course unless the appropriate portion of an academic assessment placement test is taken;
2. any college-level course which has a remedial or developmental course prerequisite;
3. any college-level course which has prerequisite courses defined by MTSU academic departments; the current catalog indicates most departmental course prerequisites.

Adult special students may complete a maximum of 16 semester hours credit at MTSU. After receiving 16 hours, the applicant, to continue enrolling at MTSU, must apply for degree-seeking classification and meet transfer admission requirements.

### 65-Year-Old/Disabled Credit Student

Persons 65 years of age or older or permanently and totally disabled persons (T.C.A., Section 49-7-113) who are domiciled in Tennessee may register for classes on a space-available basis for credit, paying a minimum registration fee. The cost is one-half the semester hour rate up to a maximum of \$75.00. An application fee is also required. The applicant must be a high school graduate or the equivalent, and the applicant must submit proof of age or disability annually.

### Transient Student

An individual who is currently enrolled and in good standing at another college or university and who wishes to attend MTSU for one semester only must

1. submit the non-refundable application fee (check or money order);
2. complete the application form;
3. submit an official college transcript from the institution last attended.

**NOTE:** Registration at MTSU includes prerequisite checking which may require validation of course completion. The submission of a college transcript provides proof of successful completion of prerequisite course(s).

### International Students

Details regarding admission of international students, whether foreign or permanent residents, can be found on page 31.

### Withholding Application Information

Any student withholding application information or giving false information may be ineligible for admission and may be denied continuation of studies at the University.

### Measles Immunization

Effective July 1, 1998, the State of Tennessee requires students entering colleges, universities, and technical institutes

with enrollment of greater than 200 students to provide proof of two (2) doses of measles, mumps, and rubella (MMR) vaccine on or after the first birthday, or proof of immunity to measles if date of birth is 1957 or after. Students will not be allowed to register for classes until an acceptable form is on file in the Student Health Services Office. More information can be obtained by contacting McFarland Health Services, 898-2988.

### Residency Classification for Fee-paying and Admission Purposes

The Admissions Office is charged with the determination of an undergraduate student's residency for fee-paying purposes and as the basis for some University admission requirements. The Graduate Office is charged with the determination of a graduate student's residency for fee-paying purposes. The International Programs and Services Office is charged with the determination of a non-U.S. citizen student's residency for fee-paying purposes. Classification is determined by information submitted on the admission application and subsequent fee classification questionnaire. Notification in writing is made soon after the student applies for admission. All decisions are based on regulations established by the Tennessee Board of Regents, with the intent that all Tennessee public institutions of higher education apply uniform classification rules. Should a student be denied in-state classification, the student has the right of appeal. A written appeal should be submitted to the University Appeals Committee through the Office of the Associate Vice President and Dean of Student Life. A recommendation on the appeal will be reviewed and acted upon by the vice president for student affairs, whose decision shall be final.

### Specific Instructional Programs

Certain instructional programs of the University are subject to special admission requirements which are in addition to the general admission requirements. Two such programs are Nursing and Teacher Education; the special admission requirements for both are subject to change according to availability of institutional resources. Students wishing to enter one of these programs of study should check with the appropriate department to become familiar with any special requirements or deadlines.

**NOTE 1:** Acceptance from Middle Tennessee State University does not guarantee admittance to the Nursing Program—nor does rejection from the Nursing Program nullify acceptance to the University. Applicants desiring acceptance to the Nursing Program must obtain an application from the School of Nursing, MTSU, Murfreesboro, TN 37132.

**NOTE 2:** Anyone wishing to apply for financial assistance to attend MTSU should contact the director of Student Financial Aid, MTSU, Murfreesboro, TN 37132. More information on financial aid is presented elsewhere in this catalog.

**NOTE 3:** Persons wishing to reside on campus should submit a housing application to reserve a room as early as possible due to a high demand for available housing. Application for admission should precede application for housing. Detailed information on housing can be found elsewhere in this catalog.

# Application Information

Information on how to obtain an undergraduate application is in the back of this catalog. See page 24 for appropriate application deadlines. An online application is available at <http://www.applyweb.com/aw?mtsu>.

## New Freshman (Never previously attended college)

1. Complete undergraduate application for admission.
2. Submit **\$15.00 non-refundable application fee** (check or money order).
3. Submit official ACT report (not required of applicants 21 years of age or older). An official ACT report can be requested by writing to the American College Testing Program, Box 451, Iowa City, Iowa 52243-0451. Please ask them to send it directly to MTSU, Code #3994. ACT scores on the official high school transcript are acceptable. Out-of-state students may submit SAT scores, Code #1466.
4. Request high school to forward official transcript. If tentative acceptance is desired, request high school transcript through the seventh semester (mid-term of senior year). A final transcript stating date of graduation must be forwarded immediately after graduation.
5. If eligible by GED, have official copy sent directly from reporting institution. **Note:** *If GED recipient is under 21 years of age, ACT scores must be presented.*
6. ACT composite and mathematics and English sub-scores will be used to identify students requiring academic assessment placement testing for purposes of placement. Minimum requirements are that applicants under 21 years of age
  - whose ACT composite score is 18 or lower must complete a reading comprehension test;
  - whose ACT mathematics sub-score is 18 or lower must take the appropriate mathematics tests as determined by level of high school preparation in math;
  - whose ACT English sub-score is 18 or lower must complete a writing sample.

## Transfer (Previously attended college(s))

1. Complete undergraduate application for admission.
2. Submit **\$15.00 non-refundable application fee** (check or money order).
3. Request an official transcript be forwarded directly to MTSU from each college, business, or technical school attended.
4. If applicant has earned fewer than 9 semester hours, a high school transcript and ACT score must be submitted. (ACT not required if applicant is 21 or older.)
5. If applicant has completed 59 semester hours or less, a high school transcript must be submitted. Persons graduating from high school prior to 1989 are exempt.
6. Transfer students without previous English or math coursework will be required to take the appropriate portion of the academic assessment placement test prior to registration. The test will assist in course placement and may result in requiring some students to enroll in developmental courses as additions to their degree programs. Students previously tested at another Tennessee Board of Regents institution **should have pre-test scores sent.**

## Re-enrollee (Previously attended MTSU)

1. Complete undergraduate application for re-admission.
2. Applicants who have attended other institutions since attending MTSU must have an official transcript forwarded from each.

## High School Scholars Program or Early Admission

(High-ability high school students)

1. Complete undergraduate application for admission.
2. Submit **\$15.00 non-refundable application fee** (check or money order).
3. Request high school to forward official transcript.
4. Submit an official ACT report.
5. Submit a letter of recommendation from high school principal or counselor and Individualized Educational Program (IEP) report, if necessary.

## Special Student (Audit or non-credit)

1. Complete undergraduate application for admission.
2. Submit **\$15.00 non-refundable application fee** (check or money order). The regular registration fee will be charged. Applicants 60 years of age or older or permanently and totally disabled (T.C.A., Section 49-7-113) and domiciled in Tennessee are not required to pay registration fees. (Proof of age or disability required each year; new application each semester.)

## Adult Special Student (Age 21 or older)

1. Complete undergraduate application for admission.
2. Submit **\$15.00 non-refundable application fee** (check or money order).
3. Submit official college transcript of last college attended (if college-level work not attempted, official verification of high school graduation or equivalent).
4. Students in this category are not allowed to register for mathematics or English courses or any college-level course with a remedial or developmental prerequisite unless the appropriate portion of an academic assessment placement test is taken. Students also cannot register for any college-level course that has a prerequisite defined by MTSU academic departments.

**NOTE:** *A maximum of 16 semester hours credit may be taken under this classification. Refer to page 28 for additional instructions.*

## Transient Student (One semester only)

1. Complete undergraduate application for admission.
2. Submit **\$15.00 non-refundable application fee** (check or money order).
3. Submit an official transcript from the college currently being attended.

## 65-Year-Old/Permanently and Totally Disabled Credit Student

1. Complete undergraduate application for admission each semester enrolled.
2. Submit **\$15.00 non-refundable application fee.** (Check or money order; required for first application only.)
3. Submit proof of age or disability. (Proof of disability required each year.)
4. Submit proof of high school graduation.

## International Student

The International Programs and Services Office handles application procedures for all international students, both foreign and permanent residents. Information may be found on page 31.

# International Programs and Services

## International Programs and Services Office Cope Administration Building 202

The International Programs and Services Office (IPSO) serves as the admissions office for international students. International students include all non-U.S. citizen applicants (visa holders and permanent residents). All inquiries and correspondence should be addressed to this office. Application packets, including forms and requirement instructions, can be obtained by telephoning or writing IPSO or via <http://www.mtsu.edu/~ipso>. University catalogs cannot be mailed overseas. Applicants abroad can apply for the Fall and Spring semesters only. Applicants who are already in the United States and in F1 or J1 status may apply for Summer.

The University provides immigration advisement through the International Programs and Services Office. IPSO is responsible for issuing I-20 and IAP-66 forms and evaluating college credits obtained from foreign universities. IPSO serves as a liaison among faculty members, administrators, and international students. The office caters to a variety of international student needs including housing, academic matters, community affairs, and programming.

## Residency

IPSO determines residency for international students including permanent residents. All students who are non-U.S. citizens at the time of admission will be considered out-of-state for tuition purposes until they apply for and receive in-state status. Permanent residents and others who believe they meet the in-state criteria may obtain an application and submit it to the IPSO office. The completed form and supporting documentation should be submitted one month prior to the term. Failure to file may result in payment of out-of-state tuition. Students will be informed of the residency decision by mail.

## Immigration

It is the student's responsibility to see that he/she is in legal immigration status. All immigration documents should be kept in a safe place. According to U.S. Immigration and Naturalization Service (INS) regulations, F1 and J1 students must be enrolled full time (minimum 12 hours) during Fall and Spring semesters. Summer enrollment is optional. Also, INS requires that F1 and J1 applicants meet all admission requirements prior to enrollment. No conditional admission is possible.

## Proof of English Proficiency

An international student must submit a successful Test of English as a Foreign Language (TOEFL) score or University of Michigan English Language Institute (UMELI) test given by the International English Institute in Nashville, Tennessee, before he/she can register at MTSU. Applicants who cannot obtain locally a TOEFL Bulletin of Information for Candidates should write for it well in advance to

Test of English as a Foreign Language  
P.O. Box 899  
Princeton, New Jersey, U.S.A., 08540

Inquiries concerning the TOEFL program should be directed to TOEFL Program Director

Educational Testing Service  
Princeton, New Jersey, U.S.A., 08540

For information on UMELI testing, contact

International English Institute  
1226 16th Avenue, South  
Nashville, TN 37212  
(615) 327-1715 or 327-1716

## Financial Aid

Financial aid is available only to persons holding valid permanent resident status. International students in F1 or J1 status must provide verification of financial support prior to admission as required by the United States Immigration and Naturalization Service. There are no academic or need-based scholarships available for non-immigrant visa holders.

## Deadlines for Completed\* Files:

**Fall Semester:** July 15 of same year; **Spring Semester:** November 30 of previous year; **Summer Semester:** April 15 of same year. (Applies to students already in the United States.)

*\*NOTE: A completed file contains ALL acceptable materials required for admission.*

## Orientation Information

All F1 and J1 students must attend IPSO orientation before they can register for classes. Information concerning IPSO orientation is sent with the final acceptance letter. Students who are permanent residents or who are in status other than F or J with INS will be invited to CUSTOMS orientation in the summer if they are entering in the fall term.

## Health and Accident Insurance

All international students in F1 or J1 status must obtain health and accident insurance as a condition of admission and continued enrollment at MTSU. Minimum requirements for coverage set by the Tennessee Board of Regents are specified on the insurance form provided by IPSO.

## Requirements

An international student will be admitted on the basis of placement recommendation by the American Association of Collegiate Registrars and Admissions Officers. International stu-



dents are subject to academic assessment placement testing criteria and assessment when applicable.

### Application to MTSU:

International students include visa holders and permanent resident applicants.

1. Complete undergraduate application for admission.
2. Submit **\$30.00 non-refundable application fee** (money order or check with routing numbers).
3. Submit evidence of freedom from tuberculosis.
4. Submit evidence of two rubeola vaccinations.
5. Submit a financial statement or front and back copy of permanent resident card, whichever is applicable.
6. Submit official TOEFL (computer-based minimum score 173, paper-based minimum score 500) or UMELI (minimum score 80); minimum ACT composite score of 20 or SAT (930) score. (We do not accept any other than ETS official test scores for the TOEFL and SAT.)
7. Submit completed insurance form for F1 and J1 applicants.
8. Submit a front and back copy of 1-94, if applicable.
9. Submit a front and back copy of 1-20 or IAP-66, if applicable.
10. Student must have official transcripts sent from all institution(s) directly to IPSO. If transcripts are written in a foreign language, an official translation in English and an official non-translated transcript must both be sent. A syllabus of each class may be required in order to receive course substitution credit.
11. Have a GPA of 2.80 if a new freshman or a GPA of 2.00 if transferring from an accredited college or university.

**NOTE:** Sending all documents except transcript(s) and test scores in one envelope will expedite processing of the application. If the student does not have a Social Security number, the office will assign a student ID number for record-keeping purposes only. The Social Security number or student ID number should be on all correspondence sent to the office. All materials received become the property of MTSU and cannot be returned to the student or forwarded to a third party.

## Special English Courses

F1 and J1 students should take an English Placement exam administered by the Department of English. Results will determine whether a student takes ENGL 1040 (for credit but not fulfilling requirements), ENGL 1010 for ESL (fulfilling requirements), or ENGL 1010. ENGL 1010 for ESL requires permission of department for registration.

## MTSU Study Abroad and Exchange Programs

The International Programs and Services Office (IPSO) is the clearinghouse for study abroad and exchange program development and information for MTSU students and faculty. IPSO facilitates study abroad and exchange opportunities by advising students on study, travel, and work programs, advertising departmental programs, joining institutional study abroad consortia, holding special events and presentations, and maintaining reference books, videos, and informational catalogs on study, travel, volunteer and work programs overseas.

### Cooperative Center for Study Abroad

MTSU is an affiliate member of the Cooperative Center for Study Abroad (CCSA). The CCSA is a study abroad consortium made up of 22 higher education institutions in the United States. The CCSA through its member universities and colleges provides joint planning and coordination of credit-bearing programs of study in the United Kingdom and Ireland and other English-speaking nations (excluding the United States). MTSU students can continue to enroll at MTSU for the CCSA study

abroad program allowing the use of financial aid under most circumstances. The CCSA offers short-term summer programs in Ireland, Scotland, Australia, Canada, South Africa, New Zealand, and London and a Fall semester program in Cambridge, England. Internships are now also available in London through CCSA. Also faculty can participate in CCSA's short-term teaching programs. Faculty should submit a course proposal and identify the program in which they want to participate. Internships are now also available in London through CCSA. Brochures and applications are available at IPSO.

### Council on International Educational Exchange

MTSU is an institutional member of the Council on International Educational Exchange (CIEE). CIEE is a prominent organization in the field of educational exchange and student overseas travel. CIEE facilitates undergraduate and graduate education abroad through a consortium of colleges and universities that have a particular academic standards. These programs cover a variety of academic interests and span the globe, including programs at universities in Argentina, Australia, Brazil, Chile, China, Costa Rica, Czechoslovakia, the Dominican Republic, France, Germany, Netherlands, Hungary, Indonesia, Japan, Poland, Spain, Thailand, the former Soviet Republics, and Vietnam.

IPSO is also an issuing office for the International Student or Faculty Identity Card, sponsored by CIEE. This identification card provides students and faculty with special discounts on airline tickets, train tickets, hotel rooms, and car rentals, in addition to basic health and accident insurance coverage at the current charge. Students may also wish to come to IPSO to obtain a copy of the *Student Travels* magazine, a CIEE publication highlighting study abroad programs and opportunities.

### Kentucky Institute for International Studies

MTSU is a member of the Kentucky Institute for International Studies (KIIS). KIIS is a study abroad consortium made up of 14 higher education institutions in Kentucky, Tennessee, and Indiana. KIIS provides joint planning and coordination of credit programs of study in Austria, China, Ecuador, France, Germany, Greece, Italy, Mexico, and Spain. Under most circumstances, financial aid may be used for this purpose. Faculty can participate in KIIS's short-term teaching programs. More information is available through IPSO or the KIIS campus representative, Dr. Richard Pace.

### Consortium for Overseas Student Teaching

MTSU has been an institutional member since 1971 of the Consortium for Overseas Student Teaching (COST), which places university students in overseas locations to fulfill student teaching requirements. Educational Leadership Department faculty assist with this program.

### Exchange Programs

IPSO is the primary unit which serves the campus community by facilitating academic exchange agreements with foreign institutions and academic departments, including Foreign Languages and Literatures, Geography and Geology, and Political Science. Currently, the university has six active foreign academic exchange agreements, with the following institutions:

University Institute of Technology - Cherbourg-Manche (France)  
 University of Franche-Comte (France)  
 University of Caen (France)  
 Polytechnic School of the Army (Ecuador)  
 Johannes Gutenberg - University of Mainz (Germany)  
 Kansai Gaidai University (Japan)

MTSU students accepted to an exchange program can continue to maintain full-time enrollment at MTSU. Some exchange programs allow the student to pay all tuition, fees, room and board to MTSU, but students are responsible for travel and personal expenses incurred at the overseas site. Students may inquire about these exchange programs through IPSO. In some cases, financial aid may be used for study abroad.

# Advanced Standing

## Credit-by-Examination

Students may earn college credit for acceptable scores on the College Level Examination Program (CLEP), the Foreign Language Tests, the Advanced Placement Examinations (AP) of the College Entrance Examination Board ([www.collegeboard.org](http://www.collegeboard.org)), the American College Testing Program (ACT) ([www.act.org](http://www.act.org)) and the DANTES Subject Standardized Test (DSST). Students eligible to take such examinations at MTSU must be currently enrolled. Examinations are administered by Guidance Services, 329 Keathley University Center. Additional information can be obtained by calling (615) 898-2670.

All credit-by-examination scores are submitted to the Admissions Office. The test results are evaluated and recorded on a student's transcript if credit is earned. Semester hours of credit toward graduation are earned on the basis of these tests, but no grades or quality points are given. These credits will not affect a student's academic average. A student may receive no more than 66 semester hours credit by means of credit-by-examinations, correspondence, and experiences in the Armed Services. The applicant must not have received credit (or audited) in the MTSU course for which credit is recommended. However, credit for CLEP or special examination may be used to repeat an equivalent course for the removal of an F from a student's permanent record. (This includes both MTSU and transfer records.)

## College Level Examination Program (CLEP)

Students may earn college credit for scores equal to or greater than the 50th percentile for the following examinations administered by the College Level Examination Program:

### CLEP General Examination

General Mathematics, total score of 45 or greater, three credits, in lieu of MATH 1010

### CLEP Subject Examinations

The following examinations require a score of 50 or greater.

College Algebra, three credits, in lieu of MATH 1710  
 College Algebra and Trigonometry, four credits, in lieu of MATH 1730  
 Calculus with Elementary Functions, three credits, in lieu of MATH 1710  
 Trigonometry, three credits, in lieu of MATH 1720  
 General Biology, four credits, in lieu of BIOL 1030  
 General Chemistry, eight credits, in lieu of CHEM 1110, 1111, 1120, 1121  
 Accounting, Introductory, six credits, in lieu of ACTG 2110, 2120  
 Business Law, Introduction to, three credits, in lieu of BLAW 3430  
 Marketing, Introductory, three credits, in lieu of MKT 3820  
 Management, Introduction to, three credits, in lieu of MGMT 3610  
 Macroeconomics, Introduction, three credits, in lieu of ECON 2410  
 Microeconomics, Introduction, three credits, in lieu of ECON 2420  
 General Psychology, three credits, in lieu of PSY 1410  
 Abnormal Psychology, three credits, in lieu of PSY 3230  
 Freshman College Composition—essay required, three credits, in lieu of ENGL 1010

Analysis and Interpretation of Literature—essay required, three credits, in lieu of ENGL 2030

American Literature—essay required, three credits, in lieu of ENGL 2130

English Literature—essay required, three credits, in lieu of ENGL 2230

**NOTE:** Essays written as part of the exams in English will be graded by full-time faculty of the English Department. To receive credit, students must write essays that demonstrate the positive qualities of superior writing defined in the English Department's Freshman Composition Standards and Sophomore Writing Standards, in addition to scoring an acceptable score on the objective portion of the examination.

American History I: Early Colonizations to 1877,

three credits, in lieu of HIST 2010

American History II: 1865 to Present, three credits, in lieu of HIST 2020

Western Civilization I: Ancient Near East to 1648, three credits, in lieu of HIST 1010

Western Civilization II: 1648 to Present, three credits, in lieu of HIST 1020

American Government, three credits, in lieu of P S 2010

Sociology, Introductory, three credits, in lieu of SOC 1010

## College Entrance Examination Board (CEEB)

MTSU participates in the Advanced Placement (AP) Program of the College Entrance Examination Board and grants appropriate semester hours credit to qualified freshman students presenting official record of a grade of 3 or above on the appropriate CEEB examination. Semester hours credit in the amount carried by the course or courses from which the student is exempted by CEEB advanced placement examination will be awarded.

American Government, three credits, in lieu of P S 2010

American History, six credits, in lieu of HIST 2010, 2020

Art-Drawing, three credits, lower-division art elective

Art-General, three credits, in lieu of ART 1030

Art History, three credits, in lieu of ART 1910

Studio Art, three credits, in lieu of ART 1610 or 1620

Biology, four credits, in lieu of BIOL 1030

(Science majors may receive credit for BIOL 1110, 1120 upon recommendation of chair, Department of Biology)

Chemistry, eight credits, in lieu of CHEM 1110, 1111, 1120, 1121

Comparative Government, three credits, in lieu of P S 1020

Computer Science A, four credits in lieu of CSCI 1170

Computer Science AB, four credits, in lieu of CSCI 2170\*

Macroeconomics, three credits for ECON 2410

Microeconomics, three credits for ECON 2420

English Composition/Literature, three credits, in lieu of ENGL 1010

English Language, three credits, in lieu of ENGL 1010

Environmental Science, three credits, in lieu of EST 2810

European History, three credits, in lieu of HIST 1020

Foreign Languages and Literatures, six credits, in lieu of SPAN 1010 and 1020, FREN 1010 and 1020, GERM 1010 and 1020, LATN 1010 and 1020

Math Calculus AB, four credits, in lieu of MATH 1910

Math Calculus BC, four credits, in lieu of MATH 1920

Music, three credits, in lieu of MUTH 1000

Physics C (Mechanics), three credits, in lieu of PHYS 2110

Physics C (Electricity and Magnetism), three credits, in lieu of PHYS 2120

Psychology, three credits, in lieu of PSY 1410

**\*NOTE:** A grade of 4 or above is required to receive four credits in lieu of CSCI 2170.

## ACT Proficiency Examination Program

Students may earn college credits for acceptable scores on the Proficiency Examination Program of ACT. When stan-

standard scores are employed by ACT, the minimum score for credit shall be the standard score equivalent to the 50th percentile rank. When letter grades are employed by ACT, credit will be given for students who present a score of A, B, or C. When the Pass/Fail system is used by ACT, credit will be given for a grade of Pass. The following examinations have been approved from the ACT Proficiency Examination Program:

#### ACT-PEP

American History, six credits, in lieu of HIST 2010, 2020  
 Physical Geology, six credits, in lieu of GEOL 1030  
 plus 2 hours elective in Earth Science  
 Freshman English, six credits, in lieu of elective credit only  
 Shakespeare, six credits, in lieu of ENGL 4330, ENGL 4340  
 Intro. to Criminal Justice, three credits, in lieu of CJA 1100  
 Criminal Investigation, three credits, in lieu of CJA 4330  
 Accounting Level I, three credits, in lieu of ACTG 2110  
 Accounting Level II and Accounting Level III, Area II, three credits,  
 in lieu of ACTG 3310  
 Abnormal Psychology, three credits, in lieu of PSY 3230  
 Anatomy and Physiology, three credits, in lieu of BIOL 3080  
 Economics and Finance, three credits, in lieu of ECON 4510  
 Statistics, three credits, in lieu of MATH 1530 or PSY 3020

**NOTE:** Regents College Examinations are accepted in lieu of ACT-PEP examinations. Credit is awarded based upon the ACT-PEP criteria listed above.

### DANTES Subject Standardized Test (DSST)

Students may earn college credit for acceptable scores on the DANTES Subject Standardized Test (DSST) if recommended by the American Council on Education (ACE). MTSU awards lower-division and upper-division credit based on the ACE recommendation. Students should submit an official DANTES transcript to the MTSU Undergraduate Admissions office for review. A student may receive no more than 66 semester hours credit by means of DSST, credit-by-special exam, correspondence, and experiences in the Armed Services.

**NOTE:** Due to accreditation requirements, the Jennings A. Jones College of Business will not allow DSST upper division credit to count toward graduation.

#### Credit by Special Examination (Undergraduate)

Any student enrolled in the University who receives departmental approval is eligible to receive credit by special examination for certain MTSU courses. Competence gained through study and/or experience may provide background for students who wish to attempt such examinations. Credit by special examination may be given for undergraduate courses listed in the catalog with the exception of

1. courses described as directed research or directed independent study;
2. any course from which student has been exempted by placement examination;
3. courses not approved by the department.

**NOTE:** A non-refundable fee of \$20.00 will be charged for each semester hour of credit.

Students seeking credit by examination should, on forms provided by the Admissions Office, request approval from the chair of the department or director of the school in which

the course is offered. The method for designing, administering, and evaluating the special examination will be determined by the department/school. The examination shall be comparable in scope and difficulty to a comprehensive final examination in that course. No student will be allowed to repeat a special examination in a given course within one year.

The student will receive credit, to be recorded as P (Pass) on the student's transcript, upon passing the examination with a minimum equivalent grade of C. Credit by special examination cannot be used in the determination of the 25% credit earned through instruction offered by MTSU.

#### Credit for Freshman English

1. Entering freshmen whose standard score on the English section of the Enhanced ACT is 32 or better will be given six hours credit for ENGL 1010 and 1020. If any such student elects to enroll in Composition rather than receive credit, he/she must enroll in ENGL 1010 and 1020.
2. Entering freshmen who present the SAT examination for admission shall select English based on the following:
  - a. Students whose SAT verbal scores are 450 or below are required to undergo further testing.
  - b. Students whose SAT verbal scores are 460 through 710 are required to complete ENGL 1010 and 1020 in sequence.
  - c. Students whose SAT verbal scores are 720 or above may be given credit for ENGL 1010 and 1020.

**NOTE:** In the event that a student takes an examination for advanced placement credit in composition more than once, the most recent test score will determine the student's status.

#### Service Credits

Students who have served in the reserves, national guard, or armed forces may receive credit as listed below:

1. Six semester hours credit (4 hours military science—M S 1010, 1020, and 2100—and 2 hours health—PHED 2100) is granted for a minimum of three years, eleven months, and twenty days of reserve or National Guard Service in the Armed Forces of the United States. Veterans who have fewer than three years, eleven months, and twenty days will be awarded one semester hour credit for each year of reserve or National Guard duty.
2. Credit will be awarded for formal service schools based on recommendation from the Office of Educational Credit of the American Council on Education. All documentation supporting service-related educational experiences should be filed with the Admissions Office.
3. We recommend submitting discharge papers (or a recent pay stub if currently in service), and any of the following, as appropriate: Community College of the Air Force transcript, Army AARTS transcript, course completion certificates, and/or DD-2295, Application for the Evaluation of Learning Experiences During Military Service.

#### Advanced Credit

##### Aerospace Training and Experience

University credit may be granted for specific aerospace maintenance technician courses for holders of FAA Airframe and/or Powerplant Certificates. Transfer credit may be granted to Professional Pilot Program majors only for documented flight training completed at an accredited institution of higher learning prior to enrolling at MTSU. However, at least three pilot

certificates or ratings must be completed subsequently at the MTSU Flight Education Center. More information is available in the section on the Aerospace Department.

### Certified Professional Secretary

Those persons having successfully passed the Certified Professional Secretary's examination and who have successfully completed 12 semester hours of study in the Jennings A. Jones College of Business may make formal application to the chair of the BMOM Department for credit for each of the following courses. A grade of P will be recorded if no previous credit has been earned.

ACTG 2110	Principles of Accounting I, 3 hours
BMOM 1550	Introduction to Word Processing Skills, 3 hours
BMOM 3010	Office Management, 3 hours
BMOM 3510	Business Communication, 3 hours
BLAW 3400	Legal Environment of Business, 3 hours
ECON 2410	Principles of Economics, 3 hours

**NOTE:** The foregoing may be applied to a major in Office Management. Credit is subject to change when the actual content of the CPS examination no longer corresponds to the course content.

### Registered Nurses

R.N.s with an associate degree or diploma may receive advanced standing credit for nursing courses provided the student graduated from a state-approved school of nursing and holds a current license as a registered professional nurse. See the School of Nursing section. The following requirements in the MTSU pre-nursing curriculum will be waived in application to the upper-division curriculum of the B.S.N. Program:

2 hrs.	Effective Living (PHED 2100)
3 hrs.	Nutrition course (N FS 1240 or 2220)
3 hrs.	Sociology (SOC 2010)
3 hrs.	Psychology (PSY 1410)
4 hrs.	Anatomy and Physiology (BIOL 2010)
8 hrs.	Anatomy and Physiology and Microbiology (BIOL 2230 and 2020 if student passes the ACT-PEP Exam with score of 50 percentile)

### Advanced Standing Credit

Credit may also be awarded for successful completion of courses listed in the *National Guide for Credit Recommendation for Non-Collegiate Programs* or in the *Directory of the National Program on Non-Collegiate Sponsored Instruction*. More information is available from Admissions.

# MTSU and TSU Educational Consortium

Middle Tennessee State University and Tennessee State University have joined in an educational consortium to provide cross-registration opportunities for undergraduate students enrolled at each institution. MTSU students wishing to register for TSU courses should

1. obtain an "Agreement for Admission and Registration Form" from the MTSU Admissions Office, Cope Administration Building 208;
2. complete top of form;
3. have appropriate personnel certify accuracy of data on form;
4. register at MTSU for MTSU courses; pay fees;
5. present form to Admissions and Records personnel at TSU;
6. register for courses at TSU and present MTSU receipt; pay additional fees to TSU if any.

The two consortium advisors or appropriate members of their staffs will provide information to ease in the transition and registration between institutions.

**Tennessee State University**  
Admissions Office  
Administration Building 103  
Tennessee State University  
John Merritt Blvd.  
Nashville, TN 37203  
(615) 320-3420

**Middle Tennessee State University**  
Admissions Office  
Cope Administration Bldg. 208  
Middle Tennessee State University  
Murfreesboro, TN 37132  
(615) 898-5670

