

# 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 [www.applyweb.com/aw?mtsu](http://www.applyweb.com/aw?mtsu).

## New Freshman (Never previously attended college)

1. Complete undergraduate application for admission.
2. Submit **\$25.00\* nonrefundable application fee** (check or money order).
3. Submit official ACT report (not required if 21 years of age or older). Official ACT report can be requested by writing to American College Testing Program, Box 414, Iowa City, Iowa 52240. Please ask them to send it directly to MTSU, Code #3994. ACT scores on official high school transcripts are acceptable, as are SAT scores, Code #1466.
4. Request high school to forward official transcript. If tentative acceptance is desired, request high school transcript through the sixth semester (end of junior 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 less than 21 years of age, ACT scores must be presented.
6. ACT reading and mathematics and English sub-scores will be used to identify students for placement. Additional information will be mailed to applicants upon receipt of official ACT scores.

## Transfer [Previously attended college(s)]

1. Complete undergraduate application for admission.
2. Submit **\$25.00\* nonrefundable 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 or fewer semester hours, 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 course work will be required to take the appropriate portion of the placement test prior to registration. The placement 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 who took the placement test at another Tennessee Board of Regents institution **should have pre-test scores sent to the Admissions Office.**

## Reenrollee (Previously attended MTSU)

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

## Regents Online Degree Program

Go to [www.tn.regentsdegrees.org](http://www.tn.regentsdegrees.org) for instructions. Complete the student profile and follow application instructions for New Freshman or Transfer (above).

## Special Student (Audit or noncredit)

1. Complete undergraduate application for admission.
2. Submit **\$25.00\* nonrefundable 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 **\$25.00\* nonrefundable 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 the 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 27 for additional instructions.

## Transient Student (One semester only)

1. Complete undergraduate application for admission.
2. Submit **\$25.00\* nonrefundable 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 **\$25.00\* nonrefundable 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. Call (615) 898-2238. Information may be found on page 30.

\*Application fee increase from \$15 to \$25 pending Tennessee Board of Regents approval.