

## Section 4. Rules Relating to Admission to the University

### 4.1. APPLICATION FOR ADMISSION AND READMISSION

All applicants meeting the appropriate academic requirements shall be considered equally for admission to the University or to any college or academic program regardless of race, color, national origin, ~~e~~ethnic origin, religion, creed, age, physical or mental disability, veteran status, uniformed service, political belief, sex, sexual orientation, gender identity, gender expression, pregnancy, marital status, genetic information, social or economic status, or whether the person is a smoker or nonsmoker, as long as the person complies with the University policy concerning smoking. [US: 2/14/77] All applicants for admission to the University, and all University students who have not been enrolled for one or more semesters (except for students described in the next paragraph), must submit to the ~~Admissions Office~~ responsible for undergraduate admissions an official application for admission and supporting documents as described below. [US: 5/3/2021] The Senate Rules are the source of any and all policies and rules that may be replicated in the Bulletin. The University adheres to admissions policies promulgated by the Council on Postsecondary Education (CPE).

Eligibility for admission is housed within the individual colleges. In compliance with the Senate Rules, the implementation of admissions policies established by individual colleges is managed by the University office responsible for undergraduate admissions.

Degree seeking students who have not been enrolled for up to two semesters (excluding summer) and have not earned college credits since the last enrollment at UK have the option of completing a condensed readmission application. [US: 5/3/2021]

1. Applications for admission and supporting documents must be submitted by the deadlines published in the University Calendar. However, this requirement shall not apply to University students taking summer work elsewhere who are enrolled in the University for the preceding spring and following fall semesters, except that these students must submit to the University Registrar's Office official transcripts of such summer work; [US: 4/10/2000]
2. The professional colleges, with the approval of the Director of Admissions, may set deadlines earlier than those set generally for the University.
3. Applications for admission or readmission must be supported by official transcripts of all college work attempted elsewhere.
4. Every student whose native language is other than English and who is not a citizen of the United States [RC/transmittal: 12/9/87] is required to take the Test of English as a Foreign Language (TOEFL) prior to approval for admission. This test may be waived for such students who can present an official transcript of satisfactory work taken at an accredited American college, or a college in another country where English is the native language.
5. All students who present one or more units in a foreign language for entrance to the University are required to take a placement test to determine the course level at which they should begin their study of the language in the University. A

student who has credit for three units of a foreign language in high school may not receive degree credit for the first year of that language in the University. Further, a student who has credit for two units of a foreign language in high school may not receive degree credit for the first semester of that language in the University.

## 4.2. ADMISSION REQUIREMENTS

### 4.2.1 UNDERGRADUATE PROGRAMS

Students who satisfy the basic admission requirements may register in any undergraduate program at the University except as additional entrance requirements are hereinafter stated.

The University prefers that applicants for admission shall have taken the ACT examination. Applicants may be considered for admission, however, on the basis of Scholastic Aptitude Test (SAT) scores. The Director, Undergraduate Admissions and University Registrar shall establish annually an appropriate equivalency table of total SAT and ACT composite scores to be used with the established lower division selective admissions criteria. After approval by the Admissions Advisory Committee, this table shall be used by the Admissions Office in judging the acceptability of otherwise qualified applicants. [US: 4/8/85; 4/14/97]

All new freshman and transfer students are required to attend an Advising Conference as assigned at the time of admission unless excused by permission of the Director, Undergraduate Admissions and University Registrar in special circumstances and emergencies. [US: 2/10/86]

The Senate's Admissions Advisory Committee shall review the undergraduate admissions policy and all associated academic standards each academic year.

- \* The status of a student being 'undeclared major' or 'non-degree-seeking' in a college is a Provost-level administrative matter and does not require the approval of the Senate, except insofar as a college may have adopted additional admissions criteria. [SREC: 1/5/2016]

Some undergraduate programs have adopted more rigorous admissions policies. These policies can be found in SR [10.4](#).

Pursuant to 13 KAR 2:020, applicants to public institutions must meet the established college admission or academic readiness indicators established by the Council on Postsecondary Education (CPE). Students who do not meet the established CPE-related thresholds in the area(s) of reading, writing, or math are placed in the Academic Preparedness and Placement Program (APP).

#### **4.2.1.1 Annual Reporting**

The chief enrollment officer shall provide an annual update to the Senate at the end of each admissions cycle, as well as preview the upcoming enrollment cycle.

#### **4.2.1.14.2.1.2 Basic Lower Division Selective Admissions**

[US: 11/12/90; US: 4/14/97; 11/13/2017]

#### **4.2.1.1.14.2.1.2.1 Admissions management Decisionssystem**

The Senate's Admissions Advisory Committee (SAAC), a standing committee of the University Senate (SR 1.4.3.4), will recommend any changes to the admissions criterion for entry to the University, via the traditional Senate approval process will adopt an Admissions Management System.

#### **4.2.1.1.14.2.1.2.1.1 Automatic admissions criteria**

The Admissions Management System will use the automatic admissions criteria established by the SAAC. The University will publish the range of ACT and SAT scores, and grade point averages, which secured admission in the previous year's freshman class.

The automatic admissions criteria will include not only high school grade point average (HSGPA), SAT, and ACT composite score, but class rank, degree of difficulty of courses, and ACT subsection scores, or any other criteria or characteristics that provide insight into an applicant's potential for academic success at the University. However, students with either an ACT score below 18 or an HSGPA which is less than 2.0 will be automatically denied admission and may be admitted only through the exceptions procedures.

Students who meet the established admissions criteria will be admitted.

~~At least ninety percent (90%) of all freshman admissions will be made according to the automatic acceptance criteria.~~

#### **4.2.1.1.14.2.1.2.1.2 Exceptions procedures**

~~Admissions criteria will contain exceptions procedures for two types of applicants. The internal exceptions procedure is for those prospective students who have certain diversity characteristics not present in the pool of students admitted by automatic admissions criteria. The external exceptions procedure is for those students whose applications for admission have been rejected under the automatic admissions criteria. Students who do not meet the automatic admissions criteria will be reviewed holistically and the results will provide a preliminary decision for the (non-selective) colleges identified by the student, to make final admissions decisions. The holistic review process is a review of materials provided by the admissions candidate, inclusive of high school performance as evidenced through the GPA, grade trends, strength of curriculum, test scores, involvement, leadership, and responses to any required essay. The applicant will identify three colleges that do not have selective admissions requirements that the applicant wishes to enroll in. The applicant's full admissions file, as well as the results of the holistic review, will be shared with these colleges. Those colleges will make the final decision on whether to admit or deny the applicant.~~

#### **4.2.1.1.1.2.1 Internal exceptions procedure**

~~The SAAC will identify characteristics not adequately represented in the pool of students admitted under the automatic admissions criteria. The Assistant Provost for Enrollment Management will forward the files of candidates having those characteristics and a reasonable academic record to the SAAC for consideration before the candidate is notified of an admissions decision. If the SAAC determines that the candidate has a~~

~~reasonable chance of success, admission will be granted unless the desired class size or other critical admissions objectives have been met.~~

#### ~~4.2.1.1.1.2.2 external exceptions procedure~~

~~The SAAC will continue to function as the appeals board for all candidates whose applications were rejected. Applications considered under this External Exceptions Procedure will be handled in accordance with whether or not the candidate is a freshman applicant with a HSGPA of 2.0 or higher.~~

~~The Assistant Provost for Enrollment Management will review the files of the candidates who do not meet the automatic admission criteria established by the AAC, but who offer HSGPA of 2.0 or higher. The Assistant Provost, within the exceptions parameters established by the AAC, may use discretion to offer admission to freshman applicants whose credentials indicate a reasonable potential for success at the University.~~

~~A rejected applicant who is not a freshman applicant or whose HSGPA is not 2.0 or higher may petition to the AAC for admission due to, (a) significant nonacademic personal achievement; b) diversity; c) unusual situations affecting academic performance; or, (d) outstanding potential for contributing to or benefiting from an education at the University. The SAAC decision under this appeal stage constitutes the final University decision on the application.~~

#### ~~4.2.1.1.1.34.2.1.2.1.3~~ **Deadlines**

~~The following admissions deadlines are established:~~

- ~~\_\_\_\_\_ November 1, for Early Decision applications~~
- ~~\_\_\_\_\_ February 15, for regular, full consideration applications~~
- ~~\_\_\_\_\_ August 1, for the submission of all documents~~
- ~~\_\_\_\_\_ (June 1, for participation in the summer advising conference)~~

~~Admissions deadlines are established by the Senate and published online by the University office responsible for undergraduate admissions. The Senate Admissions Advisory Committee (SAAC) may recommend changes to deadlines to the Senate.~~

~~Students who apply after the deadline for full consideration will be admitted only as enrollment goals permit. The Associate Provost for Enrollment Management will annually report to the Senate Council statistics on the incidence and number of students admitted who applied after February 15. [US: 11/13/2017]~~

~~These deadlines apply to both transfers and entering students. Applications received after the deadline for full consideration~~February 15~~ may be rejected even if they demonstrate better qualifications than some already admitted.~~

~~An exemption from the August deadline for the submission of all documents ~~1 deadline~~ may be granted to non-degree-seeking students who enroll for no more than eight (8) credits. ~~These students may enroll through the Evening Weekend Program, at the registration conducted before the opening of classes.~~~~

~~The SAAC may change these deadlines, based on future experience.~~

#### ~~4.2.1.1.24.2.1.2.2~~ **Precollege curriculum**

~~[US: 3/21/83; 11/10/86; 11/12/90; SC 10/15/2001]~~

**4.2.1.1.2-14.2.1.2.2.1 Requirements**

To be admitted to the University ~~under the admission policy outlined above~~, an applicant must ~~have completed successfully the following high school courses as a minimum~~ meet Kentucky's graduation requirements as laid out in 704 KAR 3:305.:

~~English/Language Arts – 4 credits required~~

~~English I, II, III, IV (or AP English)~~

Science – 3 credits required

Credits to include life science, physical science, and earth/space science (at least one lab course)

~~English/Language Arts – 4 credits required~~

~~English I, II, III, IV (or AP English)~~

Mathematics – 3 credits required

Algebra I, Algebra II, Geometry  
(see note below on substitutions)

Social Studies – 3 credits required

From U.S. History, Economics, Government, World Geography and World Civilization

Health – ½ credit required

Physical Education – ½ credit required

History and Appreciation of Visual, Performing Arts – 1 credit required

History and Appreciation of Visual and Performing Arts or another arts course that incorporates such content.

Electives – 7 credits required ~~(5 rigorous)~~

~~Recommended strongly: 1 or more courses that develop computer literacy~~

Total credits: 22

15 required credits; 7 elective credits ~~(2002)~~

A student may substitute an integrated, applied, interdisciplinary, or higher-level course within a program of study if the substituted course offers the same or greater academic rigor and the course covers or exceeds the minimum required content.

~~Rigorous electives should have academic content at least as challenging as that in courses required in the minimum high school graduation requirements. These electives also should be in social studies, science, math, English and language arts, arts and humanities, foreign language, and, above the introductory level, in agriculture, industrial technology, business, marketing, family and consumer sciences, health sciences, and technology education and career pathways. Electives in physical education and health are limited to one-half unit each.~~

~~(In addition, the University Senate recommends that high school students complete at least two years of a foreign language.)~~

#### **4.2.1.1.2.2 Deficiencies**

~~An applicant who is otherwise eligible for automatic admission under SR 4.2.1.1.1.1, but has no more than one course deficiency in no more than two (2) of the subject areas of the University's precollege curriculum requirement may be considered in compliance with the requirement and admitted automatically on the basis of a compensating score of 21 or higher on the ACT subtest corresponding to each subject area deficiency.~~

~~An applicant who is otherwise eligible for admission to the University and has no more than one course deficiency in no more than two (2) of the subject areas of the University's precollege curriculum requirement but does not have a compensating score of 21 or higher on the ACT subtest corresponding to each subject area deficiency may be considered for admission through the existing provisions of SR 4.2.1.1.1.~~

~~An applicant who has more than one course deficiency in any subject area or has course deficiencies in more than two (2) of the subject areas of the University's precollege curriculum requirement will be automatically rejected for admission.~~

#### **4.2.1.1.34.2.1.2.3 High school nongraduates**

~~The University office responsible for undergraduate admissions Admissions Committee may also consider students who have not graduated from high school if they have had no previous college work and but can demonstrate through ACT scores, unweighted high school GPA, and other evidence that they are prepared to do the work required. These students are considered on a case-by-case basis. No student may continue to enroll as a non-degree-seeking student after earning 24 credit hours in this status without the special permission of the dean of the college in which the student is registered.~~

~~The condition of graduation from high school may be waived for superior students with appropriate recommendations from their high school counselors or teachers. The academic criteria for admission under these conditions shall be University office responsible for undergraduate admissions shall recommend academic criteria for admission under these conditions, which are subject to approval by the established by the Director, Undergraduate Admissions and University Registrar subject to approval of and revision by the Senate Council. Students who have not graduated from high school, or have not received a GED, will not be eligible for Title IV funds.~~

#### **4.2.1.1.44.2.1.2.4 Prospective student athletes receiving athletics-related aid**

~~Student-athletes, as identified by a designee within the Department the Director of Athletics, who do not meet established standards for automatic acceptance but do meet Southeastern Athletic Conference (SEC) and National Collegiate Athletic Association (NCAA) academic requirements for freshman eligibility shall be eligible for admission. Such student athletes shall be admitted pursuant to policies established by the AAC.~~  
 Student-athletes who do not meet SEC and NCAA academic requirements for freshman eligibility may be admitted only through the provisions of SR 4.2.1.1.14.2.1.2.1.2, above. [US: 3/21/83 & BoT: 5/3/83; US: 4/28/86; 11/12/90; 10/11/93]

#### 4.2.1.1.54.2.1.2.5 **Transfer students**

Students at other colleges or universities will be permitted to transfer to the University if they meet one of the following criteria: [US: 4/10/2000]

Students who have completed 24 credit hours or more and achieved a higher education GPA of 2.00 or higher are admissible to the University. Admissibility to particular colleges and programs is dictated by SR 4.2.1

~~Students who would have been automatically accepted at the time they entered the first institution attended will be allowed to transfer at any time to UK provided they have a cumulative GPA of 2.0 or better for all work attempted at the last institution attended, if they have attempted at least twelve credit hours (or the equivalent thereof) at that institution. [US: 3/11/85; SREG: 11/20/87]~~

~~A student who would not have been automatically accepted but has completed 24 semester hours or more and achieved a cumulative GPA of 2.0 or better for all college and university work attempted and has a cumulative GPA of 2.0 or better for all work attempted at the last institution attended will be allowed to transfer to UK. [US: 3/11/85]~~  
Students who have completed 23 credit hours or fewer must meet both freshman and transfer admissibility requirements to gain admission to the University. The University office responsible for undergraduate admissions will review both final high school cumulative GPA and postsecondary GPA in order to make a decision about admission. Admissibility to particular colleges and programs is dictated by SR 4.2.1.

#### 4.2.1.1.64.2.1.2.6 **International students**

Undergraduate international student applicants with a TOEFL score of at least 527 (paper-based) or 71 (internet-based) may be admitted. Corresponding scores on IELTS or other approved measures of English proficiency shall also serve as evidence of English proficiency for admission purposes.

An applicant with an English TOEFL proficiency exam score below ~~these the~~ acceptable levels may be admitted if other factors such as previous academic record, interviews and other English tests indicate that the applicant will be academically successful. Decisions concerning admission of applicants with scores below these levels shall be made by the Admissions Committee office responsible for undergraduate admissions. International students who are otherwise admissible, but who have not yet demonstrated English proficiency, may be conditionally admitted. They will be invited to enroll in the University's Center for English as a Second Language (CESL), for instruction and, upon demonstrating evidence of English proficiency as defined by CESL, they will be admitted as full-time degree-seeking students. In the absence of conditional admission, admission to the programs administered by CESL does not guarantee future admission to the University. [US: 3/21/83; BoT: 5/3/83; US: 2/10/2014]

Students enrolled in Level 5 or Level 6 of CESL coursework may, upon meeting criteria set forth by the CESL program, enroll for one semester as non-degree-seeking students in a pre-matriculation bridge program (half-time enrollment in non-credit CESL coursework and 6-8 hours of credit-bearing undergraduate coursework), constituting full-time enrollment in English preparation for immigration purposes. Completion of the bridge program with grades of A or B in all classes will constitute demonstration of English proficiency for full admission to the University; however, some UK academic

colleges and/or majors may require a TOEFL/IELTS score for admission to their programs. [US: 2/10/2014]

#### **4.2.1.24.2.1.3 Admission to Advanced Standing**

[SREC: 6/8/2006]

Applicants for admission must present evidence that they are in good standing in every respect in the institution they last attended. At no time shall college or university records be disregarded to admit applicants solely on the basis of their high school records.

Credit hours for courses accepted from ~~a junior college, or other~~ two-year colleges ~~or branches~~, shall be limited to a maximum of 67 semester hours, except for the programs listed below.

1. Students in the RN-BSN (Registered Nurse to Bachelor of Science in Nursing) program, for whom the limit shall be a maximum of 90 semester hours. Applicants must have maintained a grade point average (GPA) of 2.0 or an average of C in all previous course work. [US: 12/13/82; US: 5/7/2012]
2. Students in the MLT to MLS (medical laboratory technician to medical laboratory scientist) track, of the Medical Laboratory Science program, for whom the limit shall be a maximum of 80 semester hours. [US: 3/10/2014]

All collegiate level work taken at a accredited college or university is recognized credit hour for credit hour except that the dean of a college may require validation by appropriate means of course equivalencies or applicability toward degree requirements for more specialized courses. In order to be classified as accredited, a college or university must be a member of one of the six regional accrediting associations, such as the Southern Association of Colleges and Schools Commission on Colleges. Advanced standing from an unaccredited US college or university may be obtained by special subject examinations. [US: 12/13/82; US: 2/11/91]

#### **4.2.1.34.2.1.4 Non-degree-seeking students**

[US: 10/11/93]

The goal of the University policy for non-degree-seeking students is to provide appropriate access to academic courses for students who would like to continue their education, but who do not wish to seek a degree. Although degree-seeking students should have top priority in terms of utilization of University resources, the University does wish to provide access to these resources on a space available basis for non-degree-seeking students. This policy will provide reasonable access to a broader range of students without unnecessarily limiting University resources for degree-seeking students.

Non-degree status affords an opportunity for individuals to pursue lifelong learning without the structure of degree-seeking status and is consistent with the educational mission of this University. [US: 10/11/93; US: 4/13/98]

Most non-degree-seeking students are considered "Lifelong Learners" and include the following groups: Donovan Scholars, students who have already earned degrees and non-traditional students who wish to begin their studies as non-degree-seeking students in order to be considered for degree-seeking status later. Other students eligible to enter the University in a non-degree status include visiting students from other colleges



and universities, high school students seeking dual enrollment, and other students in special circumstances as determined by the ~~Dean of Undergraduate Admission~~chief enrollment officer. [US: 10/11/93; 12/10/2018]

#### 4.2.1.3-14.2.1.4.1 **Rules governing admission of non-degree-seeking students**

[US: 10/11/93]

To be admitted as a non-degree-seeking student, an applicant must meet the following criteria: the high school class of a non-degree applicant must have graduated at least two years prior to the applicant's anticipated semester of enrollment unless:

1. The applicant will be on active military duty during their tenure as a non-degree-seeking student or the applicant has been admitted by exception according to SR 4.2.1.2.1.24.2.1.1.1.2; [US: 10/11/93]
2. The applicant is a visiting student or;
3. The applicant is seeking high school dual enrollment or;
4. The applicant possesses a bachelor's degree; or
5. The applicant is enrolling in the University's Comprehensive Transition and Postsecondary (CTP) program. [US: 5/2/2022]

Applicants who have been denied admission as degree-seeking students may **not** in turn be enrolled as non-degree-seeking students. [US: 10/11/93; US: 4/13/98]

Former University of Kentucky degree-seeking students generally will not be enrolled as non-degree-seeking students without having earned an undergraduate degree. [US: 10/11/93; 12/10/2018]

University of Kentucky students under academic or disciplinary suspension at any higher education institution may not be enrolled as non-degree-seeking students. [US: 10/11/93 4/13/98; 12/10/2018]

Students currently under suspension at other institutions may not be enrolled as non-degree-seeking students at the University of Kentucky. Failure to disclose a current suspension may result in forfeiture of eligibility for future enrollment. [US: 10/11/93; US: 4/13/98]

Applicants are strongly encouraged to submit transcripts of prior colleges at the time of application in order to facilitate advising about appropriate coursework. [US: 10/11/93; 4/13/98; 12/0/2018]

International students applying as non-degree-seeking students whose primary physical residence will be UK, will apply using the same application process as those who are degree seeking. [US: 12/10/2018]

There are three types of non-degree students at the University. The first two types, visiting and high school dual enrollment students, are degree-seeking at other

institutions. The third type is not seeking a degree from any institution at the time of enrollment. [US: 12/10/2018]

#### **4.2.1.3-1.14.2.1.4.1.1 Visiting students**

A visiting student is a student that is currently enrolled at another institution of higher education who intends to earn credit at UK that will be applied to degree requirements at his or her home institution. Visiting students must meet the same admission requirements as regular transfer students. Applicants will be asked to self-certify that they are in good standing at their home institution and have a minimum 2.00 GPA at the time of application. [US: 12/10/2018]

#### **4.2.1.3-1.24.2.1.4.1.2 High school students seeking dual enrollment**

Students currently enrolled in high school who desire to enroll in courses at UK must submit a high school transcript, ACT or SAT scores and provide a signature from a high school counselor or principal. Students must have a minimum 2.00 GPA and must meet the ~~Kentucky~~ Council on Post-~~S~~secondary Education's college readiness indicators. [US: 12/10/2018]

#### **4.2.1.3-1.34.2.1.4.1.3 Other non-degree students**

These students are not currently enrolled in a degree program at a high school, college or university, but wish to take undergraduate coursework at the University without pursuing a formal degree. Applicants will be asked to self-certify that they have obtained a high school diploma, GED, meet the Kentucky Council on Post-Secondary Education college readiness indicators, or are applying to participate in the University of Kentucky Comprehensive Transition and Postsecondary program. Students wishing to change to degree-seeking status at the University after enrolling as a non-degree student must apply using the same application process as those who are degree seeking. [US: 12/10/2018; US: 5/2/2022]

#### **4.2.1.3-24.2.1.4.2 Rules governing enrollment of non-degree-seeking students**

[US: 10/11/93]

Non-degree-seeking students must meet course prerequisites or obtain the consent of the instructor to enroll in a course.

Non-degree students (except Donovan Scholars) who complete nine credit hours or more with less than a 2.00 GPA will not be allowed to continue enrollment. [US: 12/10/2018]

No student may continue to enroll as a non-degree-seeking student after earning 24 semester hours in this status without the special permission of the dean of the college in which the student is registered.

Credit earned as a non-degree-seeking student will be evaluated for applicability toward a degree by the dean of the college in which the student will be enrolled. Successful completion of course work as a non-degree-seeking student does not ensure admission as a degree-seeking student. No graduate or professional credit is awarded for courses taken while a student is enrolled as an undergraduate non-degree-seeking student. [US: 3/12/84; 10/11/93; 4/13/98; 11/13/2017]

**4.2.1.3.34.2.1.4.3 Changing Status from non-degree to degree-seeking**

[US: 10/11/93]

Applicants who have earned fewer than 24 semester credit hours at the University must meet the University's standards for automatic ~~acceptance~~ admittance as first-time freshmen. Students who have earned 24 semester hours at UK may apply for degree-seeking status and will be considered as transfer students for admission purposes. [US: 10/11/93; US: 4/13/98]

High school students who have enrolled continuously at the University and who have earned more than 24 semester credit hours in total in the course of a ~~University of Kentucky~~ UK dual credit program (including credit for prior assessment) will be considered as first-time freshmen when first changing their status from non-degree- to degree-seeking. [US: 3/19/2012]

**4.2.1.44.2.1.5 Admission as an Auditor**

By payment of the required fees, any person may be admitted to a class or classes as an auditor. An individual who is admitted to the University as an auditor may not change from audit to credit. A student regularly enrolled in any college must apply to the dean of the college in which the student is registered in order to be an auditor. An individual not enrolled in any college must apply for admission to audit~~Other persons should apply to the Admissions Office.~~

**4.2.2 GRADUATE SCHOOL****4.2.2.1 Regular Graduate Student Admission****4.2.2.1.1 Admission requirements**

Students applying for regular admission to the University of Kentucky Graduate School must meet all of the following requirements, except where otherwise provided under SR 4.2.2.2.

1. hold a baccalaureate degree from an accredited institution of higher learning.
2. an undergraduate grade point average (GPA) of at least 2.75,
3. a graduate grade point average (GPA) (if applicable) of at least 3.0 on a basis of 4.0, on all graduate work.
4. submission of scores on the verbal, quantitative and analytical portions of the aptitude section of the Graduate Record Examination (GRE).
5. has been accepted by the graduate program to which the individual has applied.

[US: 4/21/52; 10/10/74; 2/12/79; 10/12/98]]

**4.2.2.1.2 Transfer of course credit hours**

Upon request of the DGS, a total of 9 hours (or 25% of regular course degree requirements) may be transferred into a master's degree program. [US: 04/11/83]

**4.2.2.2 Exceptions to regular graduate admission requirements****4.2.2.2.1 International applicants**

International applicants are required to have (1) a completed baccalaureate degree (see SR 4.2.2.2) and (2) the internet-based Test of English as a Foreign Language (TOEFL) for all applicants whose native language is not English. Applicants may also utilize the International English Language Testing System (IELTS) to satisfy the language requirement [US: 4/41/52; 11/12/18; 4/6/20]

**4.2.2.2.2 Cooperative education arrangements**

In the case of students applying for admission to the Graduate School under the auspices of an approved, in-force cooperative education agreement with a US or international partner institution, the requirement of having a completed baccalaureate degree may be temporarily waived for up to 12 months from the date of enrollment, or the number of months stated in the cooperative agreement; no graduate degree will be awarded until a bachelor's degree from a accredited institution of higher learning has been awarded. Such cooperative education agreements shall consider the following criteria regarding the potential benefit for UK and the US or international partner institution: congruence with the academic, research, service priorities, and plans of the University as well as the Department and College proposing the agreement; congruence with the University's mission; anticipated benefits to students, faculty members, the University, and university stakeholders; evidence of institutional quality including, for example, reputation, international/national ranking, and accreditation status. [US: 11/12/2018]

The Provost's Office shall ensure that approval procedures for cooperative education agreements, including approval by the faculty of the affected degree program(s), are created, maintained, and published in accordance with the considerations listed above. Biennially, a representative from the Provost's Office shall prepare a report to the Senate Admissions and Academic Standards Committee (SAASC) on new cooperative education agreements and how they are in compliance with the criteria identified in this section of the Senate Rules. [US: 11/12/2018]

**4.2.2.2.3 Exceptions to GRE requirement**

1. Individual Exception to GRE Requirement. The requirement for submission of GRE scores may be waived in individual cases upon recommendation of the Director of Graduate Studies in the individual department or program. However, in cases where waivers are granted, the GRE scores must be submitted before the end of the first semester of graduate study. The advanced portion of the GRE may be required by individual programs. A student with a grade point average (GPA) of less than 2.75, or a graduate of a non-accredited institution, may be admitted or provisionally admitted, only after the (GRE) and other evidence acceptable to the program and the Dean of the Graduate School is submitted indicating that the student is capable of doing satisfactory graduate work. Individual programs may establish higher requirements. [US: 10/12/98]

2. Program Exception to GRE Requirement. A graduate program faculty may petition the Graduate Council to allow its applicants to substitute another standardized exam for the GRE. A graduate program faculty may also petition the Graduate Council to exempt all of its applicants from the requirement to submit GRE scores; for such a petition to be successful, the program must show that the GRE is not useful in its admissions process. Either type of petition must be transmitted by the Dean of the College in which the program resides to the Graduate Council. The Graduate School will continue to require GRE scores for all Graduate School fellowship applications. [US: 2/9/04]

#### 4.2.2.2.4 Conditional graduate student

[US: 04/21/52; US: 02/12/79; US: 02/14/05]

A student who wishes to pursue a higher degree, but who, for one or more of the reasons listed below, is temporarily ineligible for regular admission status may be recommended by the Director of Graduate Studies as a conditional student:

A. Both domestic and international students may be admitted “conditionally” for:

1. Receipt of a final undergraduate transcript showing an awarded Bachelor’s degree.
2. Receipt of official GRE/GMAT scores (upon the recommendation of the Director of Graduate Studies).

These requirements will be monitored by the Graduate School and must be met prior to the date set for priority registration during the first semester of enrollment. Students will not be allowed to priority register if these requirements are not met. (The specific registration dates for their semester of entry and the consequences of failure to meet these requirements will be *clearly* spelled out in their acceptance letter).

B. Programs will have the option to recommend that both domestic and international students will be admitted “conditionally” for:

1. Deficiencies determined by the programs, such as taking specific required undergraduate courses
2. Review by the program upon completion of a specified number of hours of coursework.

Approval to proceed with the doctoral qualifying examination or the master’s final examination will not be granted to students remaining in conditional status.

C. Graduating Seniors/Part-time Graduate Students

Graduating University of Kentucky seniors lacking no more than six hours for graduation, but who otherwise meet admission requirements, may be admitted into the Graduate School in “conditional status.” In this case, the consent of the college dean and the Dean of the Graduate School and the approval of the Director of Graduate Studies are necessary. Such students may take no more than 12 credit

hours and must complete the undergraduate degree during the semester in which they enroll in the conditional status. (See also SR [4.2.2.2.6](#))

#### **4.2.2.2.5 Postbaccalaureate student**

Students who hold a baccalaureate degree and who wish to take graduate courses without enrollment in a graduate degree program or graduate certificate program may apply for admission as a postbaccalaureate student. [US: 5/4/2020]

A postbaccalaureate student may take an unlimited number of graduate-level courses. If the student later decides to work toward a graduate degree, the courses and number of UK graduate credit hours eligible for transfer will be determined by the Director of Graduate Studies and subsequently approved by the Dean of the Graduate School. Only courses assigned a grade of B or better can be transferred. Courses must have been taken no more than 10 years (master's/specialist) or 8 years (doctoral) prior to the semester the transfer is requested. [US: 5/4/2020]

Permission to enter any graduate class as a postbaccalaureate student will be granted only if the student meets the prerequisites and if space is available.

#### **4.2.2.2.6 Combined bachelor's/master's or graduate doctoral degree program (University Scholars Program)**

[US: 12/8/2008]

#### **Admissions**

Applications to the University Scholars Program will follow current procedures and rules for admission to the Graduate School with the following additions: [US: 4/14/97]

1. The program is open to undergraduates with senior standing who have completed at least 90 hours of course work and should have satisfied all UK Core requirements. Application to the program should be at the end of the student's junior year.
2. The master's or doctoral program should be in the field of the undergraduate major.
3. The undergraduate grade point average (GPA) (UGPA) should be greater than or equal to 3.5 in the student's major and 3.2 overall.
4. Application to the program will follow the current procedures for application to the Graduate School, subject to the above conditions. Admission decisions will be made by the Graduate Dean or their appointee. (See SR [Error! Reference source not found.5.5.1.5](#)) [US: 9/13/82; US: 4/14/97]

#### **Degree Requirements**

The total number of credit hours completed for the combined bachelor's/master's program may be twelve (12) fewer than the total required for both the bachelor's and master's degrees. Requirements for the bachelor's degree will be unaffected. [US: 4/14/97]

The total number of credit hours completed for the combined bachelor's/doctoral program may be up to 12 hours less than the total required for both the bachelor's and the prequalifying residency requirement of the doctoral degree. (The requirements for the bachelor's degree are unchanged.) [US: 12/8/2008]

#### **4.2.2.2.7 Postdoctoral scholar or postdoctoral fellow**

University educational policies concerning postdoctoral scholars and postdoctoral fellows (SR [1.3.2.2.5](#)), who are enrolled in PD 099 (SR [3.2.1.3.12.1](#)), are supervised through the Dean of the Graduate School (SR [6.4.4.2](#)), including the handling of academic offenses in which case the Rules of the Graduate School shall apply (SR [6.4.2.3](#)).

#### **4.2.3 ADMISSION TO DUAL DEGREE PROGRAMS**

[US: 1/14/2002]

Admission to dual degree programs (i.e. programs leading to more than one degree) requires separate admission to each program.

Students who do not complete all requirements of the dual degree program are not entitled to the benefits of the dual degree program and must independently satisfy the requirements for the individual degrees.

Application should ordinarily be made after the completion of **at least** 90 undergraduate hours in the case of dual degree programs in which one of the programs is in the Graduate School. Exceptions to the 90-hour **minimum** requirement, to be considered in rare cases, require the approval of the Director of Graduate Studies, and the Dean of the Graduate School. [SREC: 8/18/2006]

#### **4.2.4 ADMISSION TO UNDERGRADUATE CERTIFICATE PROGRAMS**

Undergraduate certificate programs are open to those who are enrolled as (a) undergraduates, or (b) postbaccalaureate (non-degree) students, or (c) graduate or professional students. Individual undergraduate certificate programs may set reasonable admissions requirements or restrictions. These requirements may include completion of an undergraduate degree from an accredited institution prior to admission into the program. [US: 2/14/2011; 4/22/2019; 5/4/2020]

#### **4.2.5 ADMISSION TO GRADUATE CERTIFICATE PROGRAMS**

Graduate certificate programs are open to those who are enrolled as postbaccalaureate (non-degree) students; graduate students; or professional students who have been enrolled in the Graduate School for the purpose of admission to a graduate certificate program. The requirements for admission to a certificate program may include prior completion of a master's or doctoral degree from an accredited institution, but in no case will be less than the requirements for postbaccalaureate admission to the Graduate School. [US: 1/14/2002; 5/4/2020]

#### **4.2.6 ADMISSION TO PROFESSIONAL CERTIFICATE PROGRAMS**

Admission criteria are probably different than that of the Graduate School, and are administered in relation to the particular administrative structure and housing of the program. [US: 3/19/18]

#### **4.3. REGISTRATION AND ASSIGNMENT TO CLASSES**

A student shall use his or her full and proper name in registering and for all official purposes.

##### **4.3.1 LATE REGISTRATION**

[US: 2/12/2001]

After the sixth day of classes for a 15-week semester or a proportionate number of days for shorter terms as determined and published by the Registrar, no student may register for an organized class without written permission from the student's academic dean (or dean's designee) and the course instructor. The college in which the course is listed may require additional approval. The waiver and the rationale for the waiver must be documented in the student's record in the college.

The Registrar may set a later date for final registration in classes that do not start on the first day of a semester or the summer session, or for the registration of a group of students who were not present at the regular registration time.

##### **4.3.2 ASSIGNMENT TO CLASSES**

The dean of the college is responsible for the student's schedule. This schedule, when filed in the Registrar's Office, becomes authority for the first official class roll of the instructor. No student will be admitted to any class, nor will the student be dropped from any class, except by authority of the Registrar's Office.

At the end of the term, the instructor must report a final grade on all names appearing on the official class roll, except that students who have never attended class and who have not officially withdrawn shall be reported NOT IN CLASS. These names so designated will be deleted from the official roll by the Registrar. It is the responsibility of the instructor in each class to certify that the final roll is correct. (See Section 5)

##### **4.3.3 REPEATED REGISTRATION IN A COURSE**

The Chair of a department may refuse to allow a student to register in a course a third time. If a student withdraws from course for an urgent non-academic reason, that course registration shall not count as a course registration under this provision. [US: 3/18/96]

##### **4.3.4 CONCURRENT REGISTRATION IN COURSES BEARING THE SAME NUMBER**

A student may not register in a given academic term for more than one course bearing the same number except where the course description indicates the course may be repeated for a specified number of credit hours.