



Board of Regents of the University System of Georgia  
"Creating A More Educated Georgia"



- [Home](#)
- [About the Board](#)
- [Colleges & Universities](#)
- [Academic Policies & Programs](#)
  - [Academic Programs](#)
  - [Policies & Handbook](#)
  - [Advisory Committees](#)
  - [Academic Calendars](#)
  - [Initiatives](#)
  - [Faculty Development](#)
- [Initiatives](#)
- [Statistics & Reports](#)
- [News Releases](#)
- [Publications](#)
- [Employment](#)
- [Offices & Departments](#)

[Home](#) » [Academics](#) » [Academic Affairs Handbook](#) » [Section 3](#) »

[Academic Affairs Handbook](#) [Section 1](#) [Section 2](#) [Section 3](#) [Section 4](#)

## Sections 3.01-3.10: Undergraduate Admissions

SUBJECT: Undergraduate Admissions

SOURCE: BOR Policy 402; Memoranda to Vice Presidents for Academic Affairs from the Senior Vice Chancellor for Academic Affairs, January 7, 1998, February 17, 1999; Memorandum to Vice Presidents for Academic Affairs from the Deputy/Senior Vice Chancellor for Academic Affairs, November 23, 1999, Memorandum from Deputy/Senior Vice Chancellor for Academic Affairs, July 21, 2000, Memorandum from Senior Vice Chancellor to Chief Academic Officers 03/14/02

Every student admitted as an undergraduate in any University System institution must meet the requirements for one of the categories listed below and must meet any additional requirements that may be prescribed by the institution. Applicants should be advised that meeting minimum requirements will not guarantee admission at any institution. Institutions may set additional and/or higher requirements than listed here. Any exceptions to the Admissions Policies may be made only with written approval of the Chancellor. Students must submit official transcripts of all secondary and college work and must follow the application procedures specified by the institution to which they are applying.

« [Return to Contents](#)

### 3.01 ADMISSION REQUIREMENTS FOR PROGRAMS LEADING TO THE BACCALAUREATE DEGREE

### 3.01.01 Freshman Requirements

These policies apply to first-time freshmen as well as to those who have not earned the equivalent of 30 semester hours of transferable college credit.

Students applying for freshman admissions to a University System institution must meet the following criteria:

#### 1. College Preparatory Curriculum

Completion of the University System of Georgia's College Preparatory Curriculum (CPC) requirements at and graduation from a high school accredited by a regional accrediting association (such as the Southern Association of Colleges and Schools) or the Georgia Accrediting Commission ([List of GA Accrediting Commission, Inc. Non-Traditional Educational Centers \(PDF\)](#)), the Georgia Private School Accrediting Commission, or from a public school regulated by a school system and state department of education. Students applying to any institution must present credit for 16 specified CPC units.

In addition to these minimum requirements, students are encouraged to take additional academic units in high school to improve their probability for admission and success.

The 16 specified University System CPC courses are:

MATHEMATICS -- 4 college preparatory Carnegie units of mathematics, including Algebra I, Algebra II, and Geometry.

ENGLISH -- 4 college preparatory Carnegie units which have as their emphasis grammar and usage, literature (American, English, World), and advanced composition skills.

SCIENCE -- 3 college preparatory Carnegie units of science, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences.

SOCIAL SCIENCE -- 3 college preparatory Carnegie units of social science, with at least one course focusing on United States studies and one course focusing on world studies.

FOREIGN LANGUAGE -- 2 college preparatory Carnegie units in the same foreign language emphasizing speaking, listening, reading, and writing.

#### 1. Mathematics

##### 1. Preparation Required for all Students

Students are expected to begin their college or university studies in one of the following courses or their equivalent:

MATH 1101 - Mathematical Modeling

Course Description: This course is an introduction to mathematical modeling using graphical, numerical, symbolic, and verbal techniques to describe and explore real-world data and phenomena. Emphasis is on the use of elementary functions to investigate and analyze applied problems and questions, supported by the use of appropriate technology, and on effective communication of quantitative concepts and results.

### MATH 1111 - College Algebra

Course Description: This course is a functional approach to algebra that incorporates the use of appropriate technology. Emphasis is on the study of functions and their graphs, inequalities, and linear, quadratic, piece-wise defined, rational, polynomial, exponential, and logarithmic functions. Appropriate applications will be included.

In order to be prepared for college algebra, students will be expected to have completed four college preparatory, high school level mathematics Carnegie units, including algebra I, geometry, algebra II, and an additional mathematics course that has these courses as prerequisites. Recommended courses (or equivalents) for the fourth Carnegie unit include advanced algebra and trigonometry, senior mathematics, analysis, discrete mathematics, pre-calculus, international baccalaureate mathematics, calculus, AP calculus, and statistics. Algebra I may be taken in middle school. For regular admission into any University System institution, mathematics in the senior year of high school will be required except for students who complete trigonometry earlier. High level mathematics courses will be available to all students through high school courses (including AP), GSAMS, and/or postsecondary options.

Although it is not strong preparation for college algebra, and it will limit greatly opportunities for admission to universities, the minimum requirements for regular admission into a University System institution will include successful completion of four college preparatory, high school level mathematics Carnegie units (excluding pre-algebra) which terminate with geometry and algebra II. This minimum requirement allows for the possibility of a student taking longer than one year to complete one of the required subjects.

## 2. Preparation in Mathematics Expected for Majors in Scientific and Engineering Programs

Students who plan to major in scientific programs (biology, chemistry, physics, mathematics, secondary mathematics education, secondary science education, computer science, engineering technology, geology, geography, forestry, pharmacy, agricultural science, and environmental science) will be expected to begin their college or university studies in mathematics prepared for pre-calculus. Students in these majors who are not prepared to begin with pre-calculus will be required to take additional mathematics courses that will not count in their degree programs.

### MATH 1113 -- Pre-Calculus

Course Description: This course is designed to prepare students for calculus, physics, and related technical subjects. Topics include an intensive study of algebraic and transcendental functions accompanied by analytic geometry.

Students who plan to major in engineering and pre-engineering programs will be expected to begin their college or university studies in mathematics prepared for calculus 1. Students in these majors who are not prepared to begin with calculus will be required to take additional mathematics courses that will not count in their degree programs.

The first calculus course, Differential Calculus, would include topics such as functions, limits, continuity,

the derivative, antidifferentiation, the definite integral, and applications.

3. Acceptable Courses (or Equivalents) for Fulfilling 4 College Preparatory Carnegie Units in Mathematics\*  
(Course titles are those used by the Georgia Department of Education.)

Algebra I (or Department of Education-approved equivalent)  
Statistics  
Algebra II  
Analysis (Pre-Calculus)  
Geometry (Euclidean or Informal)  
International Baccalaureate Mathematics  
Advanced Algebra and Trigonometry  
Calculus  
Algebra III (Senior Mathematics)  
Advanced Placement Calculus AB, BC  
Analysis  
Advanced Placement Statistics  
Discrete Mathematics  
Pacesetter Mathematics  
All Other AP and IB Mathematics Courses

\* If any course is taken in middle school for Carnegie unit credit, the objectives and content must be equivalent to the same course in grades 9-12.

2. English

1. Preparation Required

Four college preparatory Carnegie units are required which have as their emphasis grammar and usage, literature (American, English, World), and advanced composition skills. There do not have to be three separate courses representing each of these areas. Courses such as journalism, speech, reading, and vocabulary do not meet the 4 Carnegie units. The following courses or their equivalents are acceptable.

2. Acceptable Courses for Fulfilling 4 College Preparatory Carnegie Units in English  
(Course titles are those used by the Georgia Department of Education.)

Advanced Placement: Language/Composition  
Advanced Placement: Literature/Composition  
Advanced Composition  
American Literature/Composition  
Comparative Literature/Composition  
Contemporary Literature/Composition  
English Literature/Composition

International Baccalaureate Communication  
International Baccalaureate English 11  
International Baccalaureate English 12  
Literary Types/Composition  
Multicultural Literature/Composition  
Ninth Grade Literature/Composition  
Tenth Grade Literature/Composition  
World Literature/Composition  
Pacesetter English  
Writer's Workshop (only if taken before fall 2000)  
All Other AP and IB English Courses

\* If any course is taken in middle school for Carnegie unit credit, the objectives and content must be equivalent to the same course in grades 9-12.

### 3. Science

#### 1. Preparation Required

Three college preparatory Carnegie units are required, with at least one laboratory course from the life sciences and one laboratory course from the physical sciences. The following courses or their equivalents are acceptable. Public school students in Georgia are reminded that the Department of Education requires completion of physical science or physics.

#### 2. Acceptable Courses for Fulfilling 3 College Preparatory Carnegie Units in Science\* (Course titles are those used by the Georgia Department of Education.)

Biology I  
Biology II  
Advanced Placement Biology (9-12)  
Genetics  
International Baccalaureate Biology  
Botany  
Microbiology  
Environmental Science (replaces Ecology)  
Zoology  
Entomology  
Human Anatomy/Physiology  
Physical Science  
Astronomy  
Meteorology  
Chemistry I  
Chemistry II

Advanced Placement Chemistry (9-12)  
Earth Science  
Geology  
Oceanography  
Science, Technology, Society  
Physics I  
Physics II  
Advanced Placement Physics B  
Advanced Placement Physics C: Electricity, Magnetism, and Mechanics  
All Other AP and IB Science Courses

\* If any course is taken in middle school for Carnegie unit credit, the objectives and content must be equivalent to the same course in grades 9-12.

#### 4. Social Science

##### 1. Preparation Required

Three college preparatory Carnegie units are required: One course focusing on United States studies, one course focusing on world studies, and a third Carnegie unit from any of the social science courses or their equivalents included in the following list. (Public school students in Georgia, in order to meet high school graduation requirements, must complete one-half Carnegie unit each in Political Science/Government and in Economics and must meet the world studies requirement with a course focusing on world history.)

##### 2. Acceptable Courses for Fulfilling 3 College Preparatory Carnegie Units in Social Science\* (Course titles are those used by the Georgia Department of Education.)

Citizenship Education (Government)  
Advanced Placement Government/Policies: United States  
Advanced Placement Government/Policies: Comparative  
American Political Behavior  
Constitutional Theory  
The Individual and the Law  
Economics/Business/Free Enterprise  
Advanced Placement Economics: Macroeconomics  
Advanced Placement Economics: Microeconomics  
Comparative Political/Economic Systems  
International Baccalaureate Economics  
United States History  
Advanced Placement United States History  
World History  
International Baccalaureate History of the Americas  
United States and World Affairs

World Area Studies  
International Baccalaureate Internship  
International Baccalaureate Theory of Knowledge  
All Other AP and IB Social Science Courses

\* If any course is taken in middle school for Carnegie unit credit, the objectives and content must be equivalent to the same course in grades 9-12.

5. Foreign Language

1. Preparation Required

Two college preparatory Carnegie units in the same foreign language are required. Both units must emphasize speaking, listening, reading, and writing. The following courses, or equivalent foreign languages, are acceptable.

2. Acceptable Courses for Fulfilling 2 Carnegie Units in the Same Foreign Language\*  
(Course titles are those used by the Georgia Department of Education.)

French I, II, III, IV, V, VI, VII, VIII  
Advanced Placement French/Language  
Advanced Placement French/Literature  
International Baccalaureate French  
Italian I, II, III, IV, V  
Portuguese I, II, III, IV, V  
Spanish I, II, III, IV, V, VI, VII, VIII  
Advanced Placement Spanish/Language  
Advanced Placement Spanish/Literature  
Spanish for Native Spanish Speakers I and II  
International Baccalaureate Spanish  
German I, II, III, IV, V, VI, VII, VIII  
Advanced Placement German/Language  
Magnet German World Studies Seminar  
Greek (Classical) I, II, III, IV, V  
Latin I, II, III, IV, V, VI, VII, VIII  
Advanced Placement Latin: Virgil  
Advanced Placement Latin: Literature  
Russian I, II, III, IV, V, VI, VII, VIII  
Chinese I, II, III, IV, V, VI, VII, VIII  
International Baccalaureate Chinese  
Japanese I, II, III, IV, V, VI, VII, VIII  
Korean I, II, III, IV, V  
Arabic I, II, III, IV, V, VI

International Baccalaureate Arabic  
Hebrew I, II, III, IV, V  
Swahili I, II, III, IV, V  
American Sign Language I, II, III, IV, V, VI (limited to students who are hearing impaired)  
All Other AP and IB Language Courses

\* If any course is taken in middle school for Carnegie unit credit, objectives and content must be equivalent to same course in grades 9-12.

2. **Freshman Index**

A designated score on the Freshman Index (FI), which is based on a combination of a student's SAT I or ACT Assessment Program scores and high school grade point average (HSGPA). The Freshman Index is:

$$FI = (500 \times HSGPA) + SAT\ I\ Verbal + SAT\ I\ Math$$

OR

$$FI = (500 \times HSGPA) + (ACT\ Composite \times 42) + 88$$

In addition to the FI, students must have a minimum SAT I Verbal score of 430 and Mathematics score of 400 or must have an ACT English score of 17 and ACT Mathematics score of 17 for admission to a university (research, regional, or state). Students without these minimum scores but with SAT I scores of at least 330 Verbal and 310 Mathematics or at least 12 on ACT English and 14 on ACT Mathematics may be considered for admission to a two-year college but will be required to exempt or exit LS in the areas of deficiency.

Institutions may set higher requirements for admission. Students meeting the minimum FI requirements are not guaranteed admission.

TABLE 1	
Freshman Index (FI) Standards for Regular Freshman Admissions	
SECTOR	Freshman Index (Combination of High School Grade Point Average and SAT or ACT Scores)
Research Universities	FI > or equal to 2500 (must include at least 430 on SAT I Verbal and 400 on SAT I Math or 17 on ACT English and Math)



Regional Universities	FI > or equal to 2040 (must include at least 430 on SAT I Verbal and 400 on SAT I Math or 17 on ACT English and Math)
State Universities	FI > or equal to 1940 (must include at least 430 on SAT I Verbal and 400 on SAT I Math or 17 on ACT English and Math)
State and Two-Year Colleges	FI > or equal to 1830 (must include at least 330 on SAT I Verbal and 310 on SAT I Math or 12 on ACT English and 14 on ACT Mathematics)

#### 1. **Calculation of Freshman Index**

A standard procedure is used by each institution in the calculation of the HSGPA for the FI, although institutions may use other methods of HSGPA calculation for other purposes.

For the FI, the HSGPA is calculated only on the 16 CPC units required for all students. If a student takes more than the required number of courses in any one area, the best grades may be used in the calculation of the HSGPA (instead of the first courses taken that satisfy the requirement). If a student takes two years each of two foreign languages, the language in which the student had the best grades would be counted. The numerical grades indicated on transcripts must be converted to letter grades based on the conversion table provided by the high school. Institutions must obtain these tables. The letter grades are then converted to quality points as follows:

**A = 4**

**B = 3**

**C = 2**

**D = 1**

**F = 0**

The HSGPA for the FI is the sum of all quality points divided by the number of courses, rounded to two decimal places, and with a maximum value not to exceed 4.0.

If the SAT I or ACT has been taken more than once, the highest verbal and highest mathematics score may be used in the calculation of the FI. The FI may not, however, be computed with a combination of SAT I and ACT scores, and students may not use a combination of SAT I and ACT scores to meet minimum requirements.

The [comparable score tables](#) from a joint study by ACT, ETS, and the College Board should be used for institutional admissions criteria above the System minimum scores.

3. **Exceptions to Freshman Admission Requirements for Special Groups of Students**

Students may also be admitted as freshmen based on other evidence of college readiness. Following are modified or additional requirements for specific groups of applicants.

1. **Limited Admissions Category**

In recognition of the fact that a limited group of students do not meet established standards but do demonstrate special potential for success, institutions are authorized to grant admission to a limited number of such students. When evaluating students being considered for Limited Admission, institutions will utilize multiple measures whenever possible, such as interviews, portfolios, and records of experiential achievements. The number of students who may be granted Limited Admissions will be restricted based on institutional sectors, with two-year colleges allowed the highest percentage for Limited Admissions. Non-traditional freshmen will not be included in the Limited Admissions percentage allowed for each institution.

At research, regional, and state universities, students granted Limited Admission must also have completed the 16-unit CPC. At state and two-year colleges, students may be considered for Limited Admission if they have a high school diploma or GED and meet the minimum SAT/ACT score requirements. A GED is acceptable only if the student's high school class has graduated. Certificates of attendance or special education diplomas are not acceptable.

TABLE 2 Requirements for Limited Freshman Admissions	
SECTOR	FRESHMAN INDEX
Research Universities	FI > or equal to 2020 (must include at least 430 on SAT I Verbal and 400 on SAT I Math or 17 on ACT English and Math) and 16 CPC units
Regional Universities	FI > or equal to 1830 (must include at least 430 on SAT I Verbal and 400 on SAT I Math or 17 on ACT English and Math) and 16 CPC units

State Universities	FI > or equal to 1790 (must include at least 430 on SAT I Verbal and 400 on SAT I Math or 17 on ACT English and Math) and 16 CPC units
State and Two-Year Colleges	At least 330 on SAT I Verbal and 310 on SAT I Math or 12 on ACT English and 14 on ACT Math (All LS requirements apply, and any CPC deficiencies must be made up.)

1. Limited Admissions Restrictions

Institutions are restricted by sector to a maximum number of students who may be admitted in this category. The number of traditional freshmen students who can be granted Limited Admissions for the entire academic year will be no more than the following percentages of the institution's annual first-time freshman headcount enrollment.

Research Universities	Up to 7 percent
Regional Universities	Up to 15 percent
State Universities	Up to 20 percent
State and Two-Year Colleges	Up to 33 percent

Non-traditional freshmen and transfer students will not be included in the Limited Admissions percentage allowed for each institution, nor will these groups be included in the base. Freshmen in career associate programs will be included in the base for calculation of the Limited Admissions percentage allowed only at two-year colleges.

2. Presidential Exceptions

Presidents of University System institutions may grant exceptions to the CPC and FI requirements for Limited Admission if the student shows promise for academic success in college. Institutions will be required to report to the Senior Vice Chancellor for Academics and Fiscal Affairs on those students granted presidential exceptions. Presidential Exceptions must be included in the maximum number of Limited Admissions allowed for an institution.

Even under very special and rare circumstances when institutions have extensive evidence that a student has potential for success despite not meeting System requirements, institutions must be able to demonstrate that the student meets at least one of the following:

1. High school diploma from an accredited or approved high school as specified in Section 402.0101 of the Board of Regents Policy Manual (certificate of attendance or special education diplomas are not acceptable), or
  2. GED equivalent.
3. Addressing CPC Deficiencies

Students admitted in the Limited Admission category (including Presidential Exceptions) who have CPC deficiencies shall be required to satisfy those deficiencies by subject area in the following manner:

ENGLISH--Students with fewer than the four required units of English will be required to take the CPE or the comparable COMPASS sections administered by a University System institution in English and reading. Based upon the student's score, the student will (1) exempt LS English and/or reading or (2) be placed in LS English and/or reading.

(For students transferring from a COC-accredited DTAE technical college, comparable scores from the DTAE technical college may be used according to [guidelines](#) issued by the Senior Vice Chancellor for Academics and Fiscal Affairs.)

MATHEMATICS--Students with fewer than the three (four in 2001) required units of mathematics will be required to take the CPE in mathematics or the comparable COMPASS sections administered by a University System institution. Based upon the student's score, the student will (1) exempt LS mathematics or (2) be placed in LS mathematics at the appropriate level.

(For students transferring from a COC-accredited DTAE technical college, comparable scores from the DTAE technical college may be used according to [guidelines](#) issued by the Senior Vice Chancellor for Academics and Fiscal Affairs.)

SCIENCE--Students with fewer than the three required units of science will be required to take an additional (for credit) course in a laboratory science chosen from the approved laboratory sciences in Area D of the System Core Curriculum. The course must be in the specific content area(s) in which the student is deficient.

SOCIAL SCIENCE--Students with fewer than the three required units of social science will be required to complete one additional three- or four- semester hour (for credit) course chosen from the approved social science courses in Area E of the System Core Curriculum. The course must be in the specific content area (s) in which the student is deficient.

FOREIGN LANGUAGE--Students with fewer than two units of the same foreign language will be required to complete one additional (for credit) introductory foreign language course.

The following provisions apply to the science, social science, and foreign language requirements: These additional required courses represent three or four semester hours each of academic credit coursework which will not count toward a student's degree program. The student must earn a "C" or better in each of these courses. Students transferring from outside the University System who accumulate thirty or more semester hours of college-level credit in the institution before completing all CPC requirements may not register for other courses, unless they also register for the appropriate deficiency course or courses.

Institutions may petition the Senior Vice Chancellor for Academics and Fiscal Affairs for permission to offer a learning support course for students admitted with CPC deficiencies in the sciences and social sciences which would serve as an option to taking additional college-level courses in science and social science for no degree credit. This might be a corequisite learning support experience when science and social science courses are taken in the core.

4. Summary of Regular and Limited Freshman Admissions Standards

<b>TABLE 3</b> <b>Summary of Minimum System Admissions Requirements,</b> <b>By Sector for Freshman Applicants</b>		
<b>SECTOR</b>	<b>REGULAR ADMISSION</b>	<b>LIMITED ADMISSION</b>
Research Universities	16 CPC units and Freshman Index of 2500 and a minimum score of 430 on the SAT I Verbal test and 400 on the SAT I Math test (or 17 on the ACT English and Math)	16 CPC units and Freshman Index of 2020 and a minimum score of 430 on the SAT I Verbal test and 400 on the SAT I Math test (or 17 on the ACT English and Math)
Regional Universities	16 CPC units and Freshman Index > or equal to 2040 and a minimum score of 430 on the SAT I Verbal test and 400 on the SAT I Math test (or 17 on the ACT English and Math)	16 CPC units and Freshman Index > or equal to 1830 and a minimum score of 430 on the SAT I Verbal test and 400 on the SAT I Math test (or 17 on the ACT English and Math)

State Universities	16 CPC units Freshman Index > or equal to 1940 and a minimum score of 430 on the SAT I Verbal test and 400 on the SAT I Math test (or 17 on the ACT English and Math)	16 CPC units and Freshman Index > or equal to 1790 and a minimum score of 430 on the SAT I Verbal test and 400 on the SAT I Math test (or 17 on the ACT English and Math)
State and Two-Year Colleges	16 CPC units and Freshman Index > or equal to 1830 and a minimum score of 330 on the SAT I Verbal test and 310 on the SAT I Math test (or 12 on ACT English and 14 on ACT Math)	High school diploma or GED and a minimum score of 330 on the SAT I Verbal test and 310 on the SAT I Math test (or 12 on the ACT English and 14 on ACT Math)

Some students admitted under the Limited Admission category will not necessarily have System-required LS placement, while some students in the regular admission category at the two-year colleges will have System-required LS placement.

## 2. **Alternative Requirements for Home-Schooled Students and Graduates of Nonaccredited High Schools**

Applicants from home schools or graduates of nonaccredited high schools may validate the CPC in an alternative way. SAT I or ACT equivalent scores and satisfactory documentation of equivalent competence in each of the CPC areas at the college preparatory level may be used in lieu of the Freshman Index and Carnegie unit requirements of the CPC. A student whose SAT I Composite (Verbal plus Mathematics) score is at or above the average SAT I score of the previous year's fall semester first-time freshman admitted to the USG institution to which he or she is applying and who has completed the equivalent of each of the CPC areas as documented by a portfolio of work and/or other evidence that substantiates CPC completion qualifies for consideration for admission. For students with ACT scores, the ACT composite score comparable (according to the tables from the joint study by ACT, ETS, and the College Board) to the average SAT I total score is required. Students in this category must also meet the minimum SAT I Verbal (or ACT English) requirement and the minimum SAT I Mathematics (or ACT Math) requirement for the sector to which they apply.

Students admitted in this category with satisfactory documentation of CPC competence in all areas will not be counted in the institution's Limited Admissions (including Presidential Exceptions) category. Those with qualifying SAT I scores and documentation of partial CPC completion may be admitted on the same basis and with the same conditions as other students with CPC deficiencies.

Applicants who achieve designated scores on each of the following SAT II Subject Tests in a CPC area will be considered to have demonstrated equivalent CPC competence and do not need to submit additional documentation in that area: English Writing, Literature, Math IC or Math IIC, American History & Social Studies, World History, Biology, and one of the following: Chemistry or Physics.

**MATHEMATICS**--To show equivalence with three required CPC mathematics courses (Algebra I and II, Geometry), students are required to achieve a score of 500 on the SAT II Math IC test or a score of 570 on the SAT II Math IIC test in order to satisfy the CPC mathematics requirement. A student not passing either test would have, if admitted as a Presidential Exception, three deficiencies and must be tested for placement into LS. A fourth CPC mathematics unit will be required in 2001.

**ENGLISH**--To show equivalence with four required CPC English courses, students are required to achieve a score of 520 on the SAT II English Writing test and a score of 530 on the SAT II Literature test in order to satisfy the CPC English requirement. Achievement of the indicated score on either test will provide credit for two years of CPC English, and achievement of the indicated scores on both tests will provide credit for all four years of CPC English. A student passing only one test would have, if admitted as a Presidential Exception, two deficiencies and must be tested for placement into LS.

**SCIENCE**--To show equivalence with three required CPC Science courses (including one laboratory course from the life sciences and one laboratory course from the physical sciences), students are required to achieve a score of 520 on the SAT II Biology test and a score of 540 on the SAT Chemistry test OR a score of 590 on the SAT II Physics test in order to satisfy the CPC Science requirement. A student passing only one of the two required tests would have, if admitted as a Presidential Exception, two deficiencies.

**SOCIAL SCIENCE**--To show equivalence with three required CPC Social Science courses (including one course focusing on United States studies, one course focusing on world studies, and a third Carnegie unit in this area), students are required to achieve a score of 560 on the SAT II American History and Social Studies test and a score of 540 on the SAT II World History test. A student passing only one of the two required tests would have, if admitted as a Presidential Exception, two deficiencies.

**FOREIGN LANGUAGE**--To show equivalence with two years of high school study of a single foreign language, students will be required to demonstrate proficiency in both oral and written components. Depending on the level of proficiency, a student may have no, one, or two deficiencies.

### 3. Admission of Students with Outstanding Scores

Although successful completion of designated high school coursework is necessary for student success in college, those few students who score at the upper five percent of all students nationally on the SAT I have demonstrated potential for success in college.

Students who demonstrate very high academic ability by achieving a composite SAT I Total (Verbal + Math) score in the upper five percent of national college-bound seniors according to the most recent report from the College Board and who show other evidence of college readiness may be admitted under this section. (An ACT

score which is equivalent to this SAT I score may also be used.) Institutions must carefully evaluate such students to determine their ability to benefit from college coursework. Students must satisfy any CPC deficiencies in areas other than English or mathematics. For 1999-2000 admissions the SAT score at the 95th percentile is 1370 and the comparable ACT Composite score is 31.

Students admitted in this section will not count in an institution's Limited Admissions exceptions.

**4. Admission of Students with Non-U.S. Academic Credentials / Admission of Students Whose First Language is not English**

Freshman international students may be admitted in another admissions category or may be admitted in a separate category for international students under procedures established by the University System of Georgia. If these students do not meet these alternative admission procedures, they might be considered for admission as Presidential Exceptions.

1. Admission of Students whose secondary education was completed outside the United States system of education. These students may be admitted with 1) acceptable foreign credentials and 2) English language proficiency as described below:

1. Foreign Credentials as Criteria for Academic Admissibility of Freshmen

Academic performance as described by a certificate, diploma, or other document deemed generally equivalent to U.S. college preparatory studies by a reputable credential evaluator (internal or external to the institution) will be permitted for the purposes of admission of students who graduated from high schools outside the U.S. system of education.

2. English Language Proficiency Requirements for students whose first language is not English *and* whose language of instruction throughout secondary school was not in English.

English Proficiency and Freshmen:

Non-native speakers of English who meet minimum SAT I Verbal or ACT English admissions requirements do not need to take the Test of English as a Foreign Language (TOEFL) for admissions purposes.

In lieu of the SAT verbal test score, the Test of English as a Foreign Language (TOEFL) or some other System-approved evaluation of English proficiency is required for the admission of students whose first language is not English *and* who did not attend a secondary school where English was the primary language of instruction.

The *minimum* TOEFL score acceptable\* for admission to a USG institution is 523 on the paper TOEFL or 193 on the computer TOEFL. Institutions and departmental programs within the institution may set higher minimum TOEFL scores for admission.

\*A score of 550 on the paper TOEFL or 213 on the computer TOEFL is the *recommended* guideline



An otherwise academically admissible applicant with credentials from another country who needs supplemental English language instruction (as indicated by an approved method for determining English Proficiency in section 4.A.2.b.) may be admitted to a degree program on the condition that the student will receive the supplemental English language instruction in a System-approved program. This conditional admission is possible only at those institutions approved to provide English language instruction for non-native speakers of English.

Programs of English-as-a Second Language used under provision 4.A.2.d above must be approved by the Senior Vice Chancellor for Academic Affairs.

English Proficiency and Transfer Students:

Students who are non-native speakers of English, who transfer from an institution of higher education outside the US where English was not the language of instruction, would be required to submit a TOEFL score or some other recognized evaluation of English along with their foreign credentials.

Students who are non-native speakers of English and who are transferring from an accredited institution of higher education inside the US, may be required to retake the TOEFL if their English proficiency cannot be demonstrated to the satisfaction of the admitting institution in an alternate fashion.

### 3. U.S. Immigration Regulations

Federal regulations place significant responsibilities on students and universities in the administration of the U.S. laws pertaining to F-1 or J-1 non-immigrant students. Institutions are required to follow certain record-keeping and reporting requirements of the U.S. government.

Institutions enrolling international students are required to determine the academic admissibility and the financial resources of applicants prior to the issuance of the immigration document I-20 A-B or IAP-66.

Only a Designated School Official appointed by the institution's president and registered with the U. S. Immigration and Naturalization Service (INS) may sign forms I-20 A-B, I-538, and other F-1 student immigration-related documents.

Only a Responsible Officer or Alternate Responsible Officer approved by the U.S. Department of State may sign forms IAP-66.

### 4. Admission of Students (not otherwise covered in section 4.A.2 ) whose first language is not English

This section applies to those students whose first language is *NOT* English *AND* who completed most, but *NOT* necessarily all, of their education in schools where the primary language of instruction was *NOT* English.

1. Because the SAT Verbal or ACT English score may not be a valid predictor of success in college for such students, they may be exempted from the minimum SAT Verbal/ACT English and Freshman Index requirements. Such students must then meet the minimum TOEFL score requirement stated in section 4.A.2.c *and* must meet all other requirements for their admissions category.
2. Math admissions criteria, including the SAT or ACT, and placement criteria will continue to be required. Institutions may develop procedures to determine whether there is a need for placement in Learning Support reading and English and/or ESL courses for students meeting the minimum TOEFL requirements.

#### 5. **Admission of Students with Disabilities**

Applicants with disabilities are expected to have completed the CPC with the appropriate instructional accommodations. The Core Curriculum of each college requires students to complete college-level courses in English, mathematics, social science, and science, and no exemptions or substitution are permitted for these required college courses. Students who are unable to complete the high school college preparatory courses in these areas are unlikely to succeed in college courses and will not be provided with CPC exceptions in the admissions process.

An additional CPC requirement is two years of a foreign language. Because foreign language is not required in college for all majors, students with learning disabilities that preclude the acquisition of a foreign language may petition for admission without completing this CPC requirement. For admission to a university, students must receive approval from a Regents Center for Learning Disorders (RCLD) prior to acceptance. To ensure consideration under this provision, students should apply for admission and request an RCLD review no later than six months before the admissions decision is to be made. Students applying to two-year colleges should also apply and request approval at least six months in advance but may be admitted in the "limited" category if they meet other requirements. Those admitted without approval must request RCLD review and submit all requested materials during their first semester of enrollment. Students who receive approval from the RCLD may then satisfy the CPC foreign language "deficiency" by substituting another type of course determined by the institution.

Students with disabilities should request the appropriate SAT or ACT accommodations from the testing agencies. Students are expected to achieve the sector's minimum SAT or ACT scores with the testing accommodations provided; students with disabilities will not be penalized for taking the SAT or ACT in a non-standard administration.

Students may apply and be admitted without regard to disability. However, students who do not meet regular admissions requirements and would like to be considered for accommodations in the admissions process must notify the institution and provide the documentation required. In particular, students with learning disorders who are requesting an accommodation that requires approval from an RCLD should apply at least six months in advance of the time the admissions decision is needed.

Students should be aware that certain programs and degrees require the ability to perform specific critical skills.

For example, a student in a nursing program must have adequate motor function to effectively work with nursing problems and carry out related nursing care. Some students may not be admitted to or able to complete a program or degree because their disability cannot be accommodated in a manner that enables them to perform the required critical skills and meet the critical standards of the program. Students should, prior to applying for or beginning a program of study, review all requirements that are necessary for completion of the program.

## 6. **Joint Enrollment/Early Admission of High School Students**

The University System of Georgia recognizes the need to provide academically talented high school students with opportunities for acceleration of their formal academic programs. This recognition has led to the development of two organized programs: (1) a joint enrollment program in which the student, while continuing his/her enrollment in high school as a junior or senior, enrolls in courses for college credit; and (2) an early admission program in which the student enrolls as a full-time college student following completion of the junior year in high school. To participate in either program a student must be enrolled in public or private secondary high school which is accredited by one of the following:

- a regional accrediting association (such as the Southern Association of Colleges and Schools)
- the Georgia Accrediting Commission
- the Georgia Private School Accrediting Commission (GAPSAC)
- the Accrediting Commission for Independent Study (ACIS) ([List of Accredited Centers for Independent Study](#) (PDF))
- enrolled in a public school regulated by a school system and state department of education.

### 1. **Admission Requirements**

1. The minimum admission standards for joint enrollment and early admission are:

- Minimum SAT I score of 970, combined Verbal and Mathematics sections, or ACT Composite of 20. (Individual institutions may require higher SAT/ACT scores.)
- Minimum cumulative high school grade point average of 3.0 or higher in courses taken from the required 16 CPC units;
- Exemption of all LS requirements for early admission;
- Written consent of parent or guardian (if the student is a minor);
- On track towards the completion of the University System of Georgia 16-unit CPC requirements and high school graduation.

Students wishing to complete their CPC or high school graduation requirements by enrolling in college courses must also meet the following admission requirements:

- CPC English and/or Social Science - Students planning to complete their 4th year high school English and/or social studies requirements with college credit must have an SAT I Verbal score of 530 or higher or ACT English score of 23.

have completed Algebra I and II and Geometry and have a SAT I Mathematics score of at least 530 or ACT Mathematics scores of at least 22.

- Electives - Students can enroll in appropriate elective courses as approved by the high school counselor. (Students must have completed two units of a foreign language to enroll in a college foreign language course and students three units of science prior to enrolling in a college science course.)

#### ACCEL Program

Students who are interested in joint enrollment or early admission may be eligible for funding under ACCEL, the State of Georgia's dual admission program. For additional information about the ACCEL program, students should contact their high school guidance counselor or the director of the ACCEL program at the Georgia State Department of Education.

2. Students who do not necessarily meet all of the above admission criteria but who demonstrate very high academic abilities through their SAT or ACT score may be permitted to enroll in college courses at the discretion of the institution. Institutions may set additional requirements but may permit students with scores of at least:
  - 700 on the SAT I Mathematics test (or 31 on ACT Mathematics) to enroll in college courses that require advanced mathematical ability;
  - 700 on the SAT I Verbal test (or 31 on ACT English) to enroll in college courses that require advanced verbal ability; and
  - in addition, students with extremely high total SAT I or ACT Composite scores may be admitted through the provision for Students with Outstanding Scores described in [Section 3.01.01 C3](#).

Institutions may establish higher admission standards or additional admission requirements for either or both programs. Such additional requirements, however, may not automatically exclude high school juniors from participating in the joint enrollment program. Institutions may have more restrictive requirements for the enrollment of students who are high school juniors rather than seniors but shall provide opportunities for exceptional juniors to enroll in courses for which they are clearly qualified.

3. Students who do not meet the admission requirements for Joint Enrollment or Early Admission but who wish to enroll in courses leading to a certificate program should contact the Director of Admissions at the institution. High school students who enroll in certificate programs may be eligible to apply for the HOPE Grant. For more information on the HOPE Grant program, students should contact the Georgia Student Finance Commission.

#### 2. **Approved College Courses: Joint Enrollment**

Students can select courses from the University System Core Curriculum or courses for which Core Curriculum courses are prerequisites or co-requisites.

Students wishing to take courses outside of those described above must obtain permission of the dean of the college or chair of the department offering the course and the chief academic officer or his/her designee. Exceptions should be considered only under unusual circumstances.

Students must be carefully advised and allowed admission only to those courses for which they have adequate preparation.

High school students seeking to use college courses to satisfy high school graduation requirements should be directed to contact their high school counselor for a list of approved courses.

### 3. **Acceptance of Transfer Credit: Joint Enrollment**

College credit earned at an accredited institution prior to high school graduation will be considered as transfer credit if the student was enrolled as a joint enrollment/early admission student and had a minimum SAT I score of 970 (or ACT Composite of 20) and a HSGPA of 3.00 (B) on a 4.00 scale or if the student was a participant in an approved Early College program.

College credit earned at an accredited institution prior to high school graduation can be considered if approved by the receiving institution, and if the student has completed 30 or more credit hours of transferable college (not including the hours earned prior to high school graduation), and if the student has satisfied any or all Learning Support requirements.

### 7. **Residential Programs**

The University System of Georgia offers residential programs for gifted, talented, and motivated student at two institutions, the [Advanced Academy of Georgia](#) on the campus of the University of West Georgia and the [Georgia Academy of Mathematics, Engineering and Science](#) at Middle Georgia College. Admission and program requirements are established by the individual institutions.

To participate in an early admission residential program a student must meet the approved high school GPA and SAT/ACT requirements of the program and any additional admissions requirements as defined by the institution.

Students will be expected to enroll in, but not be limited to, courses that will satisfy the College Preparatory Curriculum requirements in the areas of English, mathematics, science, social science and foreign language.

Students enrolling in a residential program may be eligible to participate in ACCEL, the State of Georgia's funding program designed to provide participating high school students with financial assistance toward to the cost of postsecondary coursework.

### 8. **Early College**

Early Colleges enhance students' opportunities to accelerate their education by participating in a joint high school/college program. Each Early College represents an approved partnership between a Georgia public school system and a University System of Georgia college or university. Students in University System of Georgia recognized Early Colleges are eligible for enrollment in college courses while they are enrolled in the Early College.

**3.01.02 Undergraduate Admission Requirements for Transfer Students**

Students with fewer than 30 transferable semester credit hours must meet the freshman admission requirements.

Students who have earned 30 or more semester hours of transferable credits may transfer to a University System institution if they meet the sector requirements. Students who have earned 30 or more semester hours must have completed any LS and CPC deficiency requirements. Depending on the sector of the institution to which students transfer, students must meet the transfer grade point average, as indicated in Table 4.

<b>TABLE 4</b> <b>Minimum System Admissions Standards for Transfer Students</b>		
<b>SECTOR</b>	<b>30 - 59* SEMESTER CREDITS</b>	<b>60 OR MORE SEMESTER CREDITS</b>
Research Universities	At least 2.3 GPA** and have met all LS and CPC requirements if from System institution	At least 2.3 GPA**
Regional and State Universities	At least 2.0 GPA** and have met all LS and CPC requirements if from System institution	At least 2.0 GPA**
State and Two-Year Colleges	Eligible to continue or return to sending institution	

\* Transferable Hours are defined as hours which would be acceptable by the receiving institution according to the University System's and the receiving institution's prevailing policies. Excluded are "institutional credit" courses, CPC deficiency makeup courses, and vocational courses. These hours should include transferable hours earned at all postsecondary institutions attended.

\*\*Transfer GPA is defined as the GPA calculated on all transferable hours (see previous definition) plus all attempted but unearned hours at regionally accredited institutions in courses applicable to transfer programs at the receiving institution.

Students who have earned a career associate degree may apply for admission to a program leading to the baccalaureate degree according to the institution's criteria for admission of such students. They will not be held to CPC requirements.

**1. Limited Transfer Admission**

Institutions may admit up to 10 percent of all transfer students as Limited Admission students. Although these students do not meet the requirements in [Table 4](#), they show promise for success. The base of this percent is the number of unduplicated headcount new transfer students admitted over the previous fiscal year. This Limited Admission category is separate from the freshman Limited Admissions category.

Transfer students admitted as Limited Admissions students (including Presidential Exceptions) who have CPC deficiencies documented from another University System institution shall be required to satisfy those deficiencies by subject area in the same manner as Limited Admission students in the [Freshman Admissions Section 301.01](#).

## 2. **Priority Consideration**

In addition to the minimum transfer standards listed above, students must meet higher System and/or institutional standards to be considered for priority transfer admission. Institutions must give priority consideration for admission to students transferring from another University System institution who meet these established standards (Table 5). Students meeting these higher standards would be ensured of receiving priority consideration for admission. In addition, transfer students must be given the same consideration as native students in determining program admissibility.

<b>TABLE 5</b> <b>Transfer Admission Standards for Priority Consideration</b>			
<b>SECTOR</b>	<b>15 - 19 SEMESTER CREDITS</b>	<b>20 - 59 SEMESTER CREDITS IN CORE</b>	<b>TRANSFER ASSOCIATE DEGREE OR 60 SEMESTER CREDITS IN CORE</b>
Research Universities	Not applicable	Not Applicable	At least 3.0 GPA
All Other Institutions	Meet regular freshman admissions requirements and at least 2.0 GPA in Core Curriculum at sending institution	(TBD)	(TBD)

Applicants with more than 30 transferable semester hours must meet all of the prevailing LS requirements (i.e., LS, Academic Assistance, and CPC deficiency make-up courses) applicable to freshmen at the sending institutions which are also applicable at the receiving institution prior to being granted admission at the receiving institution

for freshman admissions.

### **3.01.03 Non-Traditional Freshmen and Transfers**

In order to make the University more accessible to citizens who are not of traditional college-going age and to encourage a higher proportion of Georgians to benefit from life-long learning, institutions may admit as many non-traditional students as is appropriate based on institutional mission, academic programs, and success in retaining and graduating non-traditional students. The number of non-traditional students an institution enrolls will not be counted against the percent of Limited Admissions allowed each institution. Institutions may set additional criteria for admission of non-traditional students.

#### **1. Non-Traditional Freshmen**

Non-traditional freshmen are defined as individuals who meet all of the following criteria:

1. Have been out of high school at least five years and whose high school class graduated at least five years ago.
2. Hold a high school diploma from an accredited or approved high school as specified in BOR policy section 402.0101 or have satisfactorily completed the GED.
3. Have earned fewer than 30 transferable semester credit hours.

All non-traditional freshmen must be screened for placement in learning support courses using the CPE or COMPASS administered by a University System institution and must meet University System criteria for exemption or exit of learning support in reading, English, and mathematics.

(For students transferring from a Commission on Colleges (COC)-accredited DTAE technical college, comparable scores from the DTAE college may be used according to [guidelines](#) issued by the Senior Vice Chancellor for Academics and Fiscal Affairs.)

As an alternative, an institution may allow non-traditional freshmen who have within the past seven years posted SAT scores of at least 500 in both Verbal and Mathematics or ACT scores of at least 21 on both English and Mathematics to exempt the CPE/COMPASS placement test.

#### **2. Non-Traditional Transfers**

Non-traditional transfer students are defined as individuals who meet all of the following criteria:

1. Have been out of high school at least five years or whose high school class graduated at least five years ago.
2. Have earned 30 or more transferable hours of college credit (as defined in section BOR Policy 402.0101).

A non-traditional transfer student can be admitted, according to the institution's policy, if his/her transfer GPA is below the transfer standard for the institution's sector. These students do not count against the number of Limited Admissions allowed for transfer students at that institution. Institutions should require placement criteria as appropriate.

### **3.01.04 Persons Aged 62 or Over**

Pursuant to the provisions of the Georgia Constitution, the University System of Georgia establishes the following rules with respect to enrollment of persons 62 years of age or older in units of the University System. To be eligible for enrollment



under this provision such persons:

1. Must be residents of Georgia, 62 years of age or older at the time of registration, and shall present a birth certificate or other comparable written documentation of age to enable the institution to determine eligibility.
2. May enroll as a regular or auditing student in courses offered for resident credit on a "space available" basis without payment of fees, except for supplies, laboratory or shop fees.
3. Shall meet all System and institution undergraduate or graduate admission requirements; however, institutions may exercise discretion in exceptional cases where circumstances indicate that certain requirements such as high school graduation and minimum test scores are inappropriate. In those instances involving discretionary admission, institutions will provide diagnostic methods to determine whether or not participation in LS will be required prior to enrollment in regular credit courses. Reasonable prerequisites may be required in certain courses.
4. Shall have all usual student and institutional records maintained; however, institutions will not report such students for budgetary purposes.
5. Must meet all System, institution, and legislated degree requirements if they are degree-seeking students.
6. May not enroll in Dental, Medical, Veterinary, or Law Schools under the provisions of this Policy.

« [Return to Contents](#)

## **3.02 ADMISSION REQUIREMENTS FOR UNDERGRADUATE PROGRAMS NOT LEADING TO BACCALAUREATE DEGREE**

### **3.02.01 Admission to Career Programs**

Admissions requirements for career certificates and career degrees (Associate of Applied Science degrees and Associate of Science degrees in allied health areas) depend upon the extent to which the general education component is based on Core curricular courses. There are two sets of admissions requirements: 1) for programs with a Core-based general education component (allowing more than 12 semester hours of Core Curriculum coursework) and 2) for programs with non-Core general education components (allowing 12 or fewer semester hours of Core Curriculum coursework).

#### **1. Programs with More than 12 Semester Hours of Core Curriculum**

All applicants must have a high school diploma. At two-year colleges, applicants must have a minimum FI of 1540, in addition to the minimum SAT I Verbal score of 330 and SAT I Math score of 310 (or ACT English of 12 and ACT Math of 14). For other sectors, applicants must achieve the institutional sector's FI for Limited Admission and must have the sector's minimum SAT scores. Applicants are not held to CPC requirements, and they will not be counted among the students in the Limited Admission category.

#### **2. Programs with 12 or Fewer Semester Hours of Core Curriculum**

Applicants must have graduated from an accredited high school as specified in [Section 3.01.01A](#) with a minimum of 1.8 GPA or have met the beginning freshman CPC criteria for the institutional sector or have earned the GED. They must also meet any other requirements specified by the institution.

Students admitted in this category who are not otherwise eligible to take Core Curriculum courses (i.e., they do not meet regular, limited, career program allowing more than 12 hours of core, non-traditional, or transfer requirements) may take no more than 12 semester hours of Core Curriculum courses.

For placement purposes, students admitted to career degree or certificate programs must take the University System of Georgia's CPE in Reading, English, and Mathematics or the comparable three sections of COMPASS administered by a University System institution.

(For students transferring from a COC-accredited DTAE technical college, comparable scores from the DTAE technical college may be used according to [guidelines](#) issued by the Senior Vice Chancellor for Academics and Fiscal Affairs.)

Students whose scores do not exceed the institution's minimum cutoff scores for LS placement in the areas of reading, English, or mathematics will be required to enroll in LS courses as follows:

1. For those students who will take any course which has a LS prerequisite in an area (or areas), all LS requirements in that area (or areas) shall be met.
2. For students who will take no courses with an LS prerequisite in an area (or areas), the LS requirements in that area (or areas) are not mandatory. Institutions shall determine whether remediation is needed for these students and shall provide such remediation through appropriate means.

Students who are eligible for admission to the institution's programs leading to baccalaureate degrees without screening for learning support are exempted from taking the CPE or COMPASS.

Students may take only those Core Curriculum courses that are specified in their approved career program.

Students who have earned an AS in an allied health area or an AAS may apply for admission to a program leading to the baccalaureate degree according to the institution's criteria for admission of such students. These students will not be held to CPC requirements.

Students admitted in the career degree or certificate category who have not completed a career degree may apply for admission to programs that lead to a baccalaureate degree if they meet regular or Limited Admission requirements. Students admitted in this category can be admitted into a program leading to a baccalaureate only if a) on admission to the institution they would have met the requirements for regular or Limited Admission or b) they show exceptional promise and are admitted as a Presidential Exception. Students admitted in this category must fulfill all LS and CPC requirements.

### **3.02.02 Admission of Students to Certificate Programs at Designated Vocational Divisions**

Students admitted to vocational divisions at Bainbridge College, Clayton College & State University, Coastal Georgia Community College, and Dalton College are not required to meet the CPC and FI standards for regular or Limited Admissions; however, they are required to meet the admissions standards established by the Department of Technical and Adult Education for the same or similar programs and they must meet prerequisite requirements for Core Curriculum courses. A student seeking admission to a transfer program must meet the requirements for freshman or transfer admissions.

« [Return to Contents](#)

### **3.03 ADMISSION OF NON-DEGREE STUDENTS**

1. Institutions may permit students to enroll as non-degree students for a maximum of 12 semester credit hours (including institutional credit). Students may not enroll in any course for which there is a LS prerequisite unless they have been screened for and have exempted the relevant LS course.
2. Institutions may permit students who have earned the baccalaureate degree from a regionally accredited institution to enroll as non-degree students in courses with no limitation on the number of hours of undergraduate credit these students can earn.

### **3.04 ADMISSION OF TRANSIENT STUDENTS**

An applicant who is enrolled in one college or university and wishes to take courses temporarily in another college or university shall submit the following:

1. A properly completed official application form provided by the institution to which admission is requested.
2. A letter from the registrar or other designated official of the institution in which the student is enrolled recommending the applicant as a transient student.
3. An application fee which may be required by the individual institution.

« [Return to Contents](#)

### **3.05 ADMISSION OF AUDITORS**

Students who submit evidence of graduation from an accredited or approved high school as specified in [Section 3.01.01A](#) or a GED certificate which satisfies the minimum score requirement of the State of Georgia may register as "auditors." Under extraordinary circumstances, the president may waive the requirement of a high school diploma or equivalent. Students registered as "auditors" shall be required to pay the regular fees for enrollment.

### **3.06 ADDITIONAL ADMISSIONS REQUIREMENTS**

In addition to the general admissions policies described above, each unit of the University System may increase the requirements, entry levels, and/or testing procedures for general admissions to the institution or to special programs at the undergraduate or graduate levels provided they are in agreement with University System of Georgia policies. Institutions should make available appropriate admissions information to students.

### **3.07 REFERRAL OF STUDENTS TO OTHER INSTITUTIONS**

Institutions should actively assist Georgia applicants who have been denied admission to find another institution which more appropriately matches their academic credentials.

### **3.08 RIGHT TO REFUSE ADMISSIONS**

An applicant may be declared eligible for admission, registration, enrollment or re-enrollment at a University System

institution only after satisfying all requirements established by the University System of Georgia and the institution concerned. The institution shall have the right to examine and appraise the character, personality and qualifications of the applicant. In order that this examination and appraisal may be made, the applicant shall furnish to the institution such biographical and other information, including references, as may be required.

Each unit of the University System reserves the right to refuse admission to a non-resident of Georgia, to an applicant whose admission would cause the institution to exceed its maximum capacity, to an applicant whose request for admission is only to a program that is already filled, to an applicant whose transcript(s) are from an unaccredited institution or who is otherwise ineligible for admission.

### **3.09 RIGHT TO LIMIT ADMISSIONS**

The Chancellor may limit the number of students admitted to an institution.

### **3.10 SOCIAL SECURITY NUMBER**

The social security number shall be required from all entering students for a permanent and lasting record. When possible, an alternative number will be assigned and used by institutions for all purposes which do not require the social security number. In no event shall grades be posted by using the social security number. The University System of Georgia is dedicated to insuring the privacy and proper handling of confidential information pertaining to students and employees.

« [Return to Contents](#)

[return to top](#) | [Home](#) | [Contents](#) | [Section 1](#) | [Section 2](#) | [Section 3](#) | [Section 4](#)

---

© 2007 [Board of Regents of the University System of Georgia](#)

[Contact USG](#) | [Disclaimer](#) | [Privacy](#)

270 Washington Street, S.W., Atlanta, GA 30334  
U.S.A.

Last modified: June 22, 2007  
Content Source: Office of Academic Affairs