

Admission Information

Undergraduate: Admissions Office, 146 Knight Hall, Dept. 3435, Laramie, Wyoming 82071; 766-5160

Graduate: Graduate School, 108 Knight Hall, Dept. 3108, Laramie, Wyoming 82071; 766-3802

Outreach School Academic Programs: Outreach Credit Programs and UW/CC Center Students

All new students wishing to register for courses at the University of Wyoming, regardless of whether or not they intend to pursue a degree, must submit the application for admission, appropriate transcripts and test scores, and the appropriate application fee. Applicants will be notified by mail of their admission status. Applications are available by contacting the Admission office (307) 766-5160 or online at www.uwyo.edu/admissions.

Official academic transcripts must be mailed directly from previously attended institutions to the UW Admissions Office or, if appropriate, the Graduate School. The University of Wyoming will not accept student copies or hand-carried college transcripts. Official faxed transcripts will be accepted from the Wyoming community colleges.

Undergraduate Admission

A \$40 nonrefundable application processing fee is required for first-time UW undergraduate students.

New Freshmen Assured Admission:

1. Graduates from accredited Wyoming high schools need cumulative high school grade point averages (GPAs) of 2.75 or above. Graduates of non-Wyoming high schools need a 3.0 GPA or better or a 2.75 GPA and ACT scores of at least 20 or SAT scores of at least 960.
2. Applicants need to complete at least 13 high school units in the following pre-college curriculum (one unit = one year):
 - Four units of English/communication/language arts are required, with at least three units containing a substantial writing component. Speech and other communication-based courses with substantial writing components may meet this requirement. Applicants may also complete three units in English/communication/language arts plus two units of the same foreign language for this requirement.
 - Three units of mathematics including the concepts of a college preparatory algebra I, algebra II, and geometry sequence. It is recommended that applicants take algebra II, geometry, or a higher-level math course during the senior year.
 - Three units of science are required. At least one unit must be from the physical sciences (physics, chemistry, or a college preparatory physical science course). The other two units may be from any combination of biological, life, physical, or earth/space sciences.
 - Three cultural context units are required. These should be selected from the behavioral or social sciences, visual or performing arts, humanities, or foreign languages.
3. UW welcomes home-schooled students. Please contact the Admissions office for details on admission requirements.

Admission with Conditions

If applicants do not qualify for assured admission based on the above criteria, admission with conditions will be granted if the following requirements are satisfied:

1. Graduates from accredited high schools with at least a 2.5 GPA or a 2.25 GPA with an ACT score of at least 20 or SAT score of at least 960.
2. Applicants have no more than two total deficiencies in the required pre-college curriculum (indicated above), and no more than one deficiency from any of the four areas.

Undergraduate Transfer Students

College transfer students with 30 or more transferable semester credit hours must have a 2.0 or higher cumulative grade point average for admission to UW. College students interested in transferring to UW should call or write the Admissions Office to request a copy of the Transfer and Adult Student Viewbook or go online to www.uwyo.edu.

Applicants who have taken college-level course work and desire to transfer to the University of Wyoming should apply for admission and have one official transcript from each previously attended college or university sent directly to the Admissions Office. Course work from regionally accredited institutions will be accepted as transfer credit if substantially equivalent to courses offered by UW.

Transfer students with less than 30 transferable semester hours must also have an official copy of their high school transcript sent directly to the Admissions Office by their former high school. Transfer students under age 21, who have less than 30 transferable credit hours, must also have their ACT or SAT results sent to the UW Admissions Office.

General Educational Development (GED) Certificate Holders

1. Applicants must have an average score of at least 550 on the GED test with no individual score below 500.
2. Applicants less than 21 years old must submit ACT or SAT results to the Admissions Office.
3. Applicants' high school class must have graduated.

Adult Nontraditional Students

Adults who do not qualify for regular admission to UW may qualify for admission as nontraditional students. Nontraditional admission requirements are:

1. Minimum age of 25;
2. Minimum of three years since last enrollment in college courses, except correspondence;
3. Send official copy of high school transcript and any college transcripts directly to the UW Admissions Office by the previous institutions.
4. Send official GED scores if applicable.
5. Students admitted under this policy are undeclared majors and will receive their initial academic advising from the Center for Advising and Career Services in 228 Knight Hall, (307) 766-2398.
6. Neither ACT nor SAT scores are required for students over 21.

High School Guest Students

High school seniors and juniors will be considered for admission to UW as high school guests. The following requirements must be met:

1. Complete a UW High School Guest application;
2. Have an official copy of the most recent high school transcript, showing an overall GPA of at least 3.0 sent directly to the Admissions Office;
3. Submit a positive written recommendation from the high school counselor or principal;
4. Submit available ACT or SAT scores.

Admission Information

If high school guest admission is granted, it is for one semester at a time. Subsequent enrollment requires the most recent transcript and new written permission from the high school. High school guests may take up to 6 credit hours per semester. Advising will be provided by the Center for Advising and Career Services in 228 Knight Hall, (307) 766-2398.

Undergraduate Non-Degree Students

1. Must complete and submit a Non-Degree Student application.
2. Transcripts and test scores are not required for non-degree status.
3. Non-degree students may enroll in a maximum of 7 credit hours per semester (maximum of two courses). Only 12 credit hours taken in this status may be used towards a UW degree.
4. Admission with non-degree status is not available to international students or students on suspension.
5. Students admitted with non-degree status are assessed tuition and fees at the same tuition rate as degree-seeking students.

Graduate Admission

Applicants must submit the UW graduate application and the nonrefundable application processing fee. This may be done through the Graduate School website. One set of official transcripts must be sent directly to the UW Graduate School from each previous collegiate institution.

Applicants must have completed at least a bachelor's degree from an institution with Council for Higher Education or equivalent accreditation. Applicants should have at least a 3.0 overall GPA. Applicants whose department requires the Graduate Record Examination (GRE) must request official scores be sent to the Graduate School directly from the Educational Testing Service (ETS). Our institution code with ETS is 4855. A score of at least 900 on the combined verbal and quantitative sections is preferred, (1000 for doctoral programs). Some departments may require scores from the Graduate Management Admission Test (GMAT), rather than the GRE, with a minimum score of 500.

International student applicants for whom English is not the native language must furnish scores from the Test of English as a Foreign Language (TOEFL), the International English Language Testing System (IELTS), the English Language School (ELS) or other approved test of English communication skills. The minimum paper TOEFL score acceptable for full admission shall be 540. This corresponds to a computer based TOEFL of 207 and the Internet-based TOEFL of 76. The minimum IELTS score for full admission shall be 6.0. Other approved tests will be acceptable at the level of the TOEFL score. Students may be admitted provisionally with lower test scores. Official scores must be sent directly from the testing agency (i.e. TOEFL scores must be sent from ETS). Contact the Graduate School for further information.

Three letters of recommendation must be submitted to the department. These forms are available on the Graduate School website.

To obtain graduate, non-degree status, an application, \$50 fee, and transcripts must be submitted to the Graduate School. Only 12 credit hours taken with non-degree status may apply toward a graduate degree pending approval by the student's graduate committee.

College of Law Admission

Admission to the professional curriculum of law is granted by the College of Law Admissions Committee. Except in very unusual circumstances, applicants to the College of Law must have a bachelor's degree from an accredited college or university. The College of Law reserves the right to restrict the number of entering students to a class size consistent with its facilities and its educational objectives. Additional information and requirements are provided in the College of Law Bulletin. A UW College of Law application for admission must be submitted to the College of Law by March 15th. All applicants are required to take the Law School Admission Test (LSAT) and register with the Law School Admission Council at www.lsac.org or (215) 968-1001 at Box 2001, Newton, PA 18940-0981.

School of Pharmacy Admission

Admission to the preprofessional pharmacy program is through the university admission process described previously.

Admission to the professional curriculum leading to the entry-level professional Doctor of Pharmacy (Pharm.D.) degree is granted by the dean of the School of Pharmacy upon the advice of the School of Pharmacy Student Affairs Committee. The application process requires that students apply to the School of Pharmacy using Pharm CAS, for more information about Pharm CAS log on to www.Pharmacas.org. The application deadline is January 5th for fall admission. Admission to the professional program is limited and competitive. For further information, contact the School of Pharmacy, Dept. 3375, 1000 E. University Ave., Laramie, WY 82071; (307) 766-6132.

International Student Admission

The University of Wyoming will admit international students who meet admission requirements. To apply for admission as an undergraduate student, contact the UW Admissions Office for an International Student Application or go to the UW web site at www.uwyo.edu/international. Application deadlines for international students are June 1 for fall semester, November 1 for spring semester, and April 1 for summer session. The \$40.00 undergraduate international student application processing fee must be received before the application will be processed. Contact the UW Admissions office (307) 766-5160 for more information

WWAMI Medical Education Program

WWAMI is a contract program between the University of Wyoming and the University of Washington for medical education. Admission is twofold. Applicants must be certified residents of Wyoming. To be eligible for certification, the applicant or parent or guardian must be a legal resident of the State of Wyoming for five continuous years immediately prior to enrolling at the University of Washington. Applications for certification are located at www.uwyo.edu/wwami and are due no later than October 15 of the year preceding the anticipated start date of medical school. Participants must either pay back the money expended on their behalf plus interest or practice medicine in Wyoming for three years. Applicants must apply to the University of Washington School of Medicine through the usual procedures. Admission to the medical school is subject to criteria established by the University of Washington. Information and residency applications may be obtained from the College of Health Sciences, Preprofessional Advising Office, Dept. 3432, 1000 E. University Ave., Laramie, WY 82071; (307) 766-6704 or (307) 766-3499.

General Information

Abandonment of Classes

Failure to attend class or pay tuition and fees does not constitute withdrawal. Students who do not officially withdraw or drop their classes through the Office of the Registrar will be assessed full tuition and fees. WyoWeb may be used to drop all classes through the end of the drop time period. After the end of the drop time period, students must officially withdraw from the university through the Dean of Students Office. Financial aid recipients who withdraw or reduce credit hours must consult with a financial aid counselor regarding repayment of financial aid funds if applicable.

Some academic departments may drop students from individual classes if the students do not attend the first class meeting. Refer to any notes at the beginning of department class listings.

Changes in College, Major, or Adviser

Forms to change college, major, adviser, or graduate standing or to declare a minor may be obtained from an adviser, the Graduate School, the Office of the Registrar, or online at the Registrar's web site. The student is responsible for obtaining all necessary signatures and returning the form to the Office of the Registrar.

Correspondence Courses

Students interested in earning credit through correspondence study courses should consult the Correspondence Study, 340 Wyoming Hall, (307) 766-5631. Tuition is \$94.00 per semester hour for both residents and nonresidents. A student is allowed nine months from the date of enrollment for completion of a correspondence study course. These courses are not eligible for financial aid.

Course Levels

University courses are distinguished by numbers indicating levels of instruction as follows:

- 0000-0999 Preparatory courses (non-credit)
- 1000-2999 Primarily for freshmen and sophomores
- 3000-4999 Primarily for juniors and seniors
- 5000-5999 Primarily for graduate students
- 6000-6999 Law, Pharm.D., and WWAMI courses

Prerequisites are the primary factor which normally govern whether or not a student may enroll for any particular course. However, individual departments and/or colleges may place additional restrictions on course enrollments (e.g., enrollment may be restricted by student classification). Refer to the General Bulletin for all prerequisites. Law courses are normally open only to students approved for the law program.

Course Requirements:

Physical Education Requirements for All Undergraduates

All first-time freshmen, regardless of age or disability, are required to meet the P requirement of the University Studies Program. The P is met by completing a one-semester class of wellness concepts and physical activity. Activity courses alone do not satisfy the requirement for students in this category. Students matriculating at a Wyoming community college or any other collegiate institution in or after fall 1999 and transferring to UW must meet the P requirement or have transfer courses equivalent to one semester credit hour of a physical activity or wellness course.

U.S./WYO Constitution Requirement for All Undergraduates

Successful completion of a course in U.S. and Wyoming constitutions is required of all undergraduates. Political Science 1000 or Economics 1200 will meet this requirement. The following History courses also meet this requirement: HIST 1211 or 1221 or 1251. Courses for this requirement may not be taken for S/U.

Please refer to the University Studies section of this schedule for other requirements of the University Studies Program.

Credit by Examination

The University of Wyoming recognizes the fact that students are from varying levels of society, have different backgrounds and schooling, and therefore possess dissimilar levels of preparation. In recognition of these factors, the university has developed a departmental credit-by-examination program. Students must be currently enrolled in order to qualify for a credit by exam. Students may not seek credit by exam for a course they are currently enrolled in or auditing, or for a course they have previously enrolled in for credit or audit. Please refer to the General Bulletin for further qualifications and information. An initial fee of \$80.00 is required to sit for each examination. Upon successful completion of an examination, the credit will be posted to the student's academic records. Applications for departmental credit by examination are available in the Office of the Registrar. Eligibility approval must be received from the Office of the Registrar prior to taking the exam.

Disability Support Services

Students who need to review the accessibility of classrooms or who anticipate needing class-related accommodations due to physical, cognitive, or psychological disabilities should contact University Disability Support Services. Early notification and application for assistance is encouraged to ensure that services are provided in a timely manner. Contact University Disability Support Services, SEO (766-6189, TTY: 766-3073)

Employee Registration

Eligible employees of the university are allowed to enroll in university credit courses as part of the tuition and fees remission program. Approval by the immediate supervisor or appointing authority is required. The appropriate forms must be secured in advance of the intended registration date and are issued from the Human Resources Department only. Faculty and staff enrolling for courses are expected to conform to established procedures and regulations pertaining to admission and registration (see UW Regulations 4-174 and 4-175).

Financial Aid Reminders

The Office of Student Financial Aid coordinates all student financial assistance available at UW. Available aid includes scholarships, grants (Federal Pell, Federal SEOG, Academic Competitiveness Grants, SMART Grants), loans (Federal Perkins, Federal Stafford, and Federal PLUS), and employment (Federal Work-Study).

General Information

The Student Financial Aid office will help all qualified applicants to secure aid, but resources are limited. All students who apply for financial assistance are expected to work and to save a major portion of their earnings to apply against their educational expenses. Aid is offered first to those applicants whose materials are completed and received by March 1 prior to the academic year for which aid is sought. Federal Pell Grants, Academic Competitiveness Grants, SMART Grants and Federal Stafford Loans are available to qualified applicants throughout the year.

Prospective students seeking scholarships should send an application for admission, the nonrefundable application fee, and a copy of their current high school or college transcript to the UW Admissions Office by December 10. Students who have attended another college must have that college submit an academic transcript to the UW Admissions Office.

Students seeking financial aid or assistance based on their financial need must submit a Free Application for Federal Student Aid (FAFSA) directly to the federal student aid program processor. UW recommends filing the FAFSA online at www.fafsa.ed.gov in January prior to the next academic year. Final responsibility for ensuring that all required documents are received in a timely manner rests with the applicant.

Enrollment Requirements

Most scholarships require the recipient to be enrolled full-time. Hathaway Scholarships are available to students enrolled half-time (6 hours a semester). Federal Pell Grants and veteran's benefits may be pro-rated for part-time enrollment. Pell Grant amounts will be adjusted for changes in enrollment only through the end of the drop/add period. Academic Competitiveness Grants, SMART Grants require full-time enrollment (12 or more credits each semester). Federal Stafford Loans may only be borrowed by students enrolled for at least half time (a minimum of 6 hours for undergraduate, law, and pharmacy students; a minimum of 4.5 hours for graduate students). Federal Pell Grants, Academic Competitiveness Grants, SMART Grants and Federal SEOG Grants are available to undergraduate students who have not completed the requirements for their first undergraduate degree. Generally, Federal aid is not available for UW Correspondence Study, for continuous registration hours, or for audit hours. For details, ask a financial aid adviser.

Eligibility Requirements

To receive federal financial aid (such as Federal Pell, Academic Competitiveness Grants, SMART Grants and Federal SEOG grants, Federal Work-Study, Federal Perkins, Federal Stafford [subsidized or unsubsidized], and Federal PLUS loans) students must meet the following conditions and provide supporting documentation when requested to do so: have a high school diploma or its equivalent, be enrolled in an elementary or a secondary school, be enrolled in a degree program, be a U.S. citizen or eligible non-citizen, have a demonstrated financial need if required, maintain reasonable academic progress, not be in default on a federal student loan or owe an overpayment of a federal grant at any institution (or, if so, have made satisfactory arrangements to repay or otherwise resolve the overpayment or default), not have borrowed in excess of the annual or aggregate loan limits of a federal loan program (loan borrowers only), agree to use funds received only for educational costs, register with the Selective Service if required, and not have had federal financial aid benefits suspended as result of a drug conviction. Aid

recipients must make satisfactory academic progress toward their degree to receive federal aid. Academic progress is checked once a year following the end of the spring semester.

Satisfactory Academic Progress (SAP)

Federal regulations require the University of Wyoming to establish satisfactory academic progress standards for student financial aid recipients. These standards at the University of Wyoming are called "Satisfactory Academic Progress" or "SAP." The University of Wyoming standards of SAP measure a student's academic performance both qualitatively and quantitatively by reviewing the following three areas of performance: completion rate for all (cumulative) coursework enrolled, cumulative grade point average (Cum GPA) earned and the maximum time frame to complete a degree. Failure to comply with any one of the following requirements will result in a loss of federal student aid eligibility:

- The minimum CUM GPA for undergraduates and professional students (J.D. or Pharm.D.) is 2.000. For graduate students the minimum CUM GPA is 3.000;
- Each student must complete at least 67% of all credit hours attempted cumulatively at UW;
- Undergraduate students must complete graduation requirements in no more than 150% of the average length of their program - **180 credit hours** for most degree programs.

Satisfactory Academic Progress is reviewed annually in May at the end of the spring semester. Students not meeting either of the first two requirements listed above will be automatically placed on "initial financial aid probation." Initial financial aid probation simply provides an opportunity for students to correct deficiencies and re-establish compliance with the SAP standards. Students have until the end of the succeeding academic year to correct their SAP problem. Students remain eligible for federal financial aid while on "initial financial aid probation." Students are only eligible for the initial financial aid probation provision once. At the end of the probationary period, the student will either be:

- Removed from probationary status because all three components of the SAP policy are now met; or
- Suspended from receiving assistance from federal sources and will receive a Financial Aid Suspension Letter.

Suspended students are no longer eligible for federal financial aid until they have taken classes, using their own funding, and have raised their cumulative GPA or completion rate to meet the SAP standards. Suspended students may appeal their financial aid suspension. To do so a student must submit their appeal no later than the end of the "Drop/Add" period of the semester for which the appeal is submitted by providing the Office of Student Financial Aid with a signed SAP Appeal Form explaining why he/she should not be suspended. A student may appeal due to mitigating or extenuating circumstances that could not be influenced, planned for, or prevented by the student (e.g., hospitalization, prolonged illness, death in the immediate family). Documentation verifying the situation is required and must accompany the appeal. The outcome of a student's appeal depends upon the nature of the circumstances causing the violation, how well that is documented, and how well they have demonstrated that they are now making good progress toward earning their degree. The SAP Appeal Form is available online at the Office of Student Financial Aid's web-site, www.uwyo.edu/sfa for downloading and printing or directly from the Office. Contact the Office of Student Financial Aid for more information regarding SAP.