Chapter 2 - Undergraduate Admissions

Undergraduate Admissions Overview

Louisiana Tech University operates on a quarter calendar granting credit in semester hours. Qualified applicants may initiate their enrollment at the beginning of any quarter. Requests for information and application forms for undergraduate admission and readmission should be directed to:

Louisiana Tech University Office of Admissions
P.O. Box 3178
Ruston, Louisiana 71272-0001

or

Louisiana Tech University web site:
www.latech.edu

Application packets are routinely sent to students who have scores on the American College Test (ACT) or Scholastic Aptitude Test (SAT) sent to the University. Applications are also available at most high schools.

Applicants must submit ACT or SAT scores or both. Although scores are self-reported on the application, official notice of receipt of scores must be received directly from the testing agency or on an official transcript from the high school. Scholarship applicants must take the ACT or SAT at least by December of the senior year of high school.

High school and college transcripts must be official documents bearing the stamp or seal of the issuing institution. All high school transcripts should show a graduation date, grade point average, and class rank. Freshmen applicants may submit a 6- or 7-semester transcript for admission and scholarship decision. A final transcript must be received prior to enrollment.

Arrangements for admission, housing, and need-based financial aid are made separately through the Admissions Office, Housing Office, and Financial Aid Office, respectively. Filing an application for admission does not entitle an applicant to University housing or financial aid; nor is the filing of a housing application, the assignment to a room, or the award of financial aid a commitment of admission to the University.

Applicants enrolled at the main campus must submit a medical history form prior to enrollment. A nonrefundable application fee of $20 must accompany the application for admission. International students are encouraged to apply for admission. Students who meet one of the following requirements may be admitted:

1. High school grade point average of 2.3/4.00. OR
2. High school rank in the upper 35% of the graduation class. OR
3. ACT composite of at least 22 or 1020 SAT.
4. No student with an ACT composite less than 15 will be admitted.

Home-Schooled Students must have a minimum ACT composite of 22 (SAT 1020), and a high school transcript documenting completion of high school work. The following represent the high school courses normally required for admission:

<table>
<thead>
<tr>
<th>Subjects</th>
<th>Units</th>
<th>Courses</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>4</td>
<td>Courses emphasizing grammar, composition, and literature (English I, II, III, IV)</td>
</tr>
<tr>
<td>Mathematics</td>
<td>3</td>
<td>Two units of algebra; one unit of geometry or a higher level of math for which algebra is a prerequisite</td>
</tr>
<tr>
<td>Social Studies</td>
<td>3</td>
<td>One unit must be American history</td>
</tr>
<tr>
<td>Science</td>
<td>3</td>
<td>Chemistry, physics, and biology preferred</td>
</tr>
<tr>
<td>Electives</td>
<td>4 ½</td>
<td>Recommended from: foreign languages, social studies, science, math, speech, advanced fine arts, and computer literacy.</td>
</tr>
<tr>
<td></td>
<td></td>
<td>No more than three elective units may be in vocational subjects.</td>
</tr>
</tbody>
</table>

TOTAL 17 ½

Freshmen applicants who intend to enroll in the Fall should apply by July 1 to be considered for priority enrollment and have ACT or SAT scores and high school transcripts on file. All freshmen are strongly encouraged to participate in the orientation program. Orientation includes testing for placement.
the opportunity to meet with a faculty advisor, and completion of registration for the Fall. Announcements of dates and other information are sent to admitted students.

**Transfer Admission**

Students desiring to transfer to Louisiana Tech University with fewer than 24 semester hours of college-level course work must meet the same requirements as an entering freshman and be eligible to re-enter the institution from which he/she is transferring. Students who have completed 24 or more semester hours of college-level course work must have a minimum overall grade point average of 2.0 (on a 4.0 scale). Students transferring must submit an application and a complete, official transcript from each college attended, whether credit was earned or transferrable. Transcripts must be mailed directly from the college/university to Louisiana Tech. Students who fail to acknowledge attendance at any college or university in which they have been registered are subject to having their admission canceled or, if enrolled, to being dismissed from Louisiana Tech. Where such interval is not clearly defined, it is equal to a period comparable to rules in place at Louisiana Tech.

No student is admitted if under scholastic or disciplinary suspension from another college or university. A suspended student will not be considered for admission until the time interval of suspension has elapsed; where such interval is not clearly defined, it is equal to a period comparable to rules in place at Louisiana Tech.

Provisional status may be granted prior to scheduled registration dates on an individual basis. Provisional status is based on incomplete or unofficial transcripts, and, if the required transcripts are not received by the end of the first quarter, the student will not be permitted to attend subsequent quarters. When the required transcripts are submitted and if the student is determined to have been ineligible, no credit will be awarded for the initial quarter. No credit earned while under suspension from another institution is accepted toward a degree at Louisiana Tech. Official Louisiana Tech academic transcripts are not provided to any student with incomplete admissions records.

Accreditation status of transfer institutions is confirmed through the publications **Transfer Credit Practices of Designated Educational Institutions** and **Accredited Institutions of Postsecondary Education**. Transfer course work is posted from official transcripts received directly from institutions accredited by the following associations:

<table>
<thead>
<tr>
<th>Association</th>
</tr>
</thead>
<tbody>
<tr>
<td>Middle States Association of Colleges and Schools</td>
</tr>
<tr>
<td>Northwest Association of Schools and Colleges</td>
</tr>
<tr>
<td>North Central Association of Colleges and Schools</td>
</tr>
<tr>
<td>New England Association of Schools and Colleges,</td>
</tr>
<tr>
<td>Commission on Institutions of Higher Education</td>
</tr>
<tr>
<td>Southern Association of Colleges and Schools/Commission on Colleges</td>
</tr>
<tr>
<td>Western Association of Schools</td>
</tr>
</tbody>
</table>

While all transfer course work is posted, the applicability of specific courses for the chosen curriculum is determined by the academic department head in conjunction with the college dean. Louisiana Tech computes the grade point average (GPA) on all courses attempted, including repeated courses, courses with incomplete grades, and those with any other grades, except grades of W, WA, WB, WC, WD and No Credit. Under this system:

<table>
<thead>
<tr>
<th>Grade</th>
<th>Number of Quality Points:</th>
</tr>
</thead>
<tbody>
<tr>
<td>A</td>
<td>4 quality points</td>
</tr>
<tr>
<td>B</td>
<td>3 quality points</td>
</tr>
<tr>
<td>C</td>
<td>2 quality points</td>
</tr>
<tr>
<td>D</td>
<td>1 quality point</td>
</tr>
<tr>
<td>F</td>
<td>0 quality points</td>
</tr>
</tbody>
</table>

The symbols "+" and "-" are disregarded.

A maximum of 68 semester hours from a junior college or community college may be applied toward a bachelor's degree at Louisiana Tech. Normally, only courses taught at the freshman/sophomore level at Louisiana Tech are accepted from a junior/community college toward a degree at Louisiana Tech.

**Readmission Students**

Applicants for readmission to Louisiana Tech must complete an application for admission when the student has not been enrolled for one or more quarters (except for the Summer Quarter).

Readmission students who have attended another college/university since they were last enrolled at Louisiana Tech must submit an official transcript from each college/university. Transcripts must be mailed directly from the college/university to Louisiana Tech. If the required transcripts are not received by the end of the first readmitted quarter, the student will not be permitted to attend subsequent quarters. If the required transcripts are submitted and the student is determined to have been ineligible for readmission, no credit will be awarded for that quarter. Official Louisiana Tech academic transcripts will not be provided to any student with incomplete readmission records.

**International Admission**

All undergraduates whose first language is not English must take the Test of English as a Second Language (TOEFL) and score higher than 173 on the computer-based test in order to be admitted. Applicants must submit academic records from their country that are at least equivalent to the admission requirements for American students. Students who take the TOEFL are not required to take the ACT (except for architecture applicants), but it is strongly advised for placement purposes. Students from English speaking countries must take the ACT. All students must provide proof of financial support in accordance with Immigration regulations. All other Immigration and Naturalization Service requirements must be met for admission. All admitted students must have sufficient knowledge of the English language to benefit from a program of study.

All undergraduates whose first language is not English must take the TOEFL. Undergraduate applicants who score 500 or more on the exam and who meet all other admission qualifications may proceed with an academic program. Applicants from foreign countries must meet the guidelines set forth in Louisiana Tech's International Admission publication. Contact the Admissions Office for a copy.

**Visiting and Special Admission**

Admission under these criteria is limited to a specific program for one quarter. The student is not regularly admitted to the University, not eligible for financial aid, or approved to pursue a curriculum. No transcripts are required. Transferable credit will be awarded. If at a future date the student wishes to transfer to Louisiana Tech, the regular admissions procedures and requirements must be followed.
High school students may be considered for Early and Concurrent Admission (Louisiana Tech Barksdale, extension classes, and credit are being pursued. Admissions requirements have been met and degree programs are being pursued. Credits gained as an ICP student may apply toward a degree at the home or matriculation university. The student's divisional dean or authorized representative must approve the course or courses selected and the course load. A copy of the student's report card bearing the official seal will be furnished to the home institution at reporting time by the visited institution. Credit from the ICP classes is reported on the home school's transcript as transfer work. To be eligible to participate in the ICP program, a student must pay full-time tuition at the home institution. ICP students receive services from the Division of Student Affairs at the home institution where admissions requirements have been met and degree programs are being pursued.

(Louisiana Tech Barksdale, extension classes, and credit exams are not included in the ICP program.)

**Early and Concurrent Admission**

High school students may be considered for early admission to the University if the following requirements are met:

? an overall academic average of 3.0 (B) or better on all work pursued during three years (6 semesters) of high school;

? a minimum ACT composite score of 25 (1130 SAT V+M) submitted prior to June 1; and,

? recommendation by the high school principal.

The student may be enrolled full- or part-time. Upon earning a minimum of 24 semester hours at the University, the student is issued a diploma by the high school last attended. A student may be eligible for concurrent admission to the University if the following requirements are met:

? an overall academic average of 3.0 (B) or better on all subjects taken during the previous two years;

? a preferred ACT composite score of 22 (1020 SAT V+M) submitted to the University; and,

? recommendation by the high school principal.

The student may enroll in one University course per quarter. Upon admission to the University as a freshman, the credits earned in this program may be used to satisfy degree requirements.

Forms for these programs can be obtained through the Admissions Office.

**Summer Enrichment Program for High School Students**

The Summer Enrichment at Tech (SET) program is designed to enable capable high school juniors to invest the summer between their junior and senior years in University studies. For nearly 40 years, SET has been an outstanding success. Special effort is made to choose courses that will not conflict with twelfth-grade high school courses. Grades and credits are recorded by the Registrar but will be validated to the student's transcript only after application for validation of the credits.

For more information on SET write to:

Summer Enrichment at Tech
P.O. Box 3178
Louisiana Tech University
Ruston, Louisiana 71272-0001

**Summer Scholars Program**

Students with exceptional academic records may participate in Louisiana Tech's Summer Scholars Program, which allows students who will be entering freshmen in the Fall to get an early start by enrolling in the Summer Quarter. Special scholarships are available for qualifying students.

**Summer Orientation Program**

Orientation programs are held under the direction of the Division of Admissions, Basic and Career Studies.

New freshmen who have been accepted for the Fall Quarter are encouraged to attend one of four sessions of summer orientation. Each student selects courses and completes registration for the Fall Quarter, except for payment of fees. Close academic direction and personal attention are accomplished through faculty advising. A special program for parents is available in order to make the transition from high school a smooth and orderly process for students and parents.

Two special sessions for transfer students are also conducted.

A mini-orientation is held on the day preceding the beginning of each new quarter for all new students. Students are given information to assist them with registration and to enhance their college experience.

**Louisiana’s Residency Regulations**

The residency status of an applicant or student is determined in accordance with the University of Louisiana System regulations and is based upon evidence provided in the application for admission and related documents. Residency status for undergraduate students is determined by an Admissions Officer after the completed application for admission has been submitted. Graduate students must apply through the Graduate School.

The regulations are based primarily on the location of the home and the place of employment. Residency status may not be acquired by an applicant or student while residing in Louisiana for the primary purpose of attending school.

Residency status is not determined for graduate students registered for 3 semester hours or less and undergraduate students registered for 6 semester hours or less.

It is the student’s responsibility to provide Louisiana Tech with such evidence as deemed necessary to establish the student’s residency status.

Any student classified as a nonresident may appeal his/her classification to Louisiana Tech University’s Appeals Committee. An appeal form may be obtained from and submitted to the Admissions Office, Room 221, Wyly Tower.

If an appeal is approved, it becomes effective during the quarter in which the appeal is approved. If the appeal is the result of a mid-quarter change in status (e.g marriage), the appeal becomes effective for the following quarter.

The following conditions may be used in determining residency status:
1. An applicant living with his/her parents is classified as a resident if the parents have established a bona fide residence in Louisiana. Ordinarily, a parent is considered to have established a residence in Louisiana if the parent actually resides and is employed full-time in the state. A parent who is unable to be employed or who is a house-sporse may be considered to have established a residence in Louisiana if there is convincing evidence that the parent continuously resides in Louisiana. If only one parent qualifies as a resident of Louisiana, the student shall be classified as a resident provided that the student resides with the parent who is a resident of Louisiana. An individual who resides in Louisiana and is employed full-time in another state may be classified as a resident. In such cases, appropriate documentary evidence must be presented.

2. A student residing with his/her parents who enrolls as a nonresident is classified as a resident if his/her parents move to Louisiana and acquire residence as defined in these regulations.

3. A student may be declared a resident if either parent is a graduate of Louisiana Tech. A student who graduates with an associate’s or higher degree may be classified as a resident for subsequent enrollment at Louisiana Tech. This condition applies only to U.S. citizens.

4. A person may be classified as a resident of Louisiana at the end of 12 consecutive months of residence if he/she has been employed full time in Louisiana, and if during that period he/she has not been registered at Louisiana Tech University for more than 3 semester hours or its equivalent in any quarter (this number of semester hours could be 6 per semester at other educational institutions in Louisiana). A person who is unable to be employed and has not been registered in any educational institution for more than 6 semester hours, or its equivalent in any semester (3 semester hours at Louisiana Tech) may acquire residence in Louisiana.

5. A student who is married to a Louisiana resident may acquire the residence status of his/her spouse.

6. A person who resides in Louisiana for at least two years, exclusive of military service, and then moves to another state or foreign country retains the right to enroll as a resident (including dependents) for a period equal to the number of years residing in Louisiana. The right shall expire upon the person’s residing for a period of two years in another state or foreign country.

7. A member of the Armed Forces currently stationed in Louisiana and his/her dependents shall be classified as Louisiana residents. Service personnel who were stationed in Louisiana immediately prior to their release from active duty may enroll as Louisiana residents (including dependents), during a period not to exceed six months after the date of release provided that their term of active duty shall have been not less than 12 consecutive months.

8. A member of the Armed Forces who was a resident of Louisiana immediately prior to entering the Armed Forces retains the right for him/her or any of his/her dependents to be classified as a resident as long as he/she is in the Armed Forces and for a two-year period after leaving the Armed Forces.

9. A resident of Louisiana does not lose the right to be classified as a resident during periods of employment in a foreign country.

10. An alien who has been lawfully admitted to the U.S. for permanent residence as an immigrant (proof of such status in his/her possession of two valid forms: I-151-Alien Registration Receipt Card or passport stamp evidencing temporary Alien Registration Receipt Card) and he/she has established residence under any of the foregoing provisions shall be declared a resident of the state.

**Bulldog Out-of-State Fee Scholarship**

Undergraduate students who are not residents of Louisiana may apply for a Bulldog Scholarship, which covers all out-of-state fees, provided they meet the academic qualifications. Contact the Office of Admissions for more information.

**Academic Renewal**

Undergraduate students who have dropped out or have been suspended because of poor academic performance may request to start over with the status of an entering freshman at Louisiana Tech University under the provisions of academic renewal. The following conditions apply.

1. At least three consecutive calendar years must elapse between the end of the quarter in which the student was last registered for credit at any college or university and being enrolled under academic renewal.

2. The student must submit a written application for academic renewal to the Academic Renewal Subcommittee of the Enrollment Management Council at the following address:

   Enrollment Management Council
   Louisiana Tech University
   P.O. Box 3178
   Ruston, Louisiana  71272-0001

   This application must be received by the subcommittee by the end of the official last class day of the first quarter of attendance at Louisiana Tech. It should also indicate any circumstances that have changed since the last enrollment, which would support a reasonable expectation of the candidate’s academic success.

3. The Academic Renewal Subcommittee will review the application and determine the candidate’s eligibility for renewal prior to the end of the student’s first quarter of enrollment at Louisiana Tech.

4. No prior academic credit carries forward as part of a degree program; however, the prior record remains a visible part of the student's transcript.

5. If granted, the date of academic renewal is entered upon the transcript along with a statement prohibiting use of previously earned credits and quality points to meet degree requirements, to compute the grade point average leading toward undergraduate certificates or degrees, or to determine graduation status.

6. Upon being granted academic renewal, the student has status as an entering freshman with no credits attempted and no quality points earned.

7. A student who demonstrates competency in a given area may be allowed advanced standing (without credit) or a waiver of requirements just as any entering freshman. Credit exams may be taken for courses in which grades of C or higher were earned.

8. Academic renewal may be granted to a person only once, regardless of the institutions attended.

9. Students are cautioned that many undergraduate professional curricula, graduate, and professional schools compute the undergraduate grade point average over all hours attempted.
when considering applications for admission.

10. Transfer students who have previously been granted academic renewal will use the application procedure described above for consideration of transfer of renewal.

11. Academic renewal does not pertain to accumulated financial aid history. Accumulated quarters and award limits include all quarters on enrollment.

**Placement Requirements for English, Mathematics, and University Seminar**

Placement in entry-level college courses is based on the Enhanced ACT/SAT test scores. If no scores are on file in the Office of Admissions or the Office of the Registrar, the score will be considered to be 0 in all areas at the time of admission and registration. Registration information for the ACT can be obtained through Student Services, Keeny Hall 310.

**New Freshmen**

<table>
<thead>
<tr>
<th>Subject</th>
<th>Criteria</th>
<th>Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>English</td>
<td>English ACT less than or equal to 16, or Verbal SAT less than or equal to 420</td>
<td>Placement in English 099</td>
</tr>
<tr>
<td>English</td>
<td>English ACT 17-18 inclusive, or Verbal SAT 430-450 inclusive, or successful completion of English 099</td>
<td>Placement in English 100*</td>
</tr>
<tr>
<td>English</td>
<td>English ACT greater than or equal to 19, or Verbal SAT greater than or equal to 460.</td>
<td>Placement in English 101</td>
</tr>
</tbody>
</table>

*English 100 serves as a replacement for English 101 for students required to enroll in English 100.

**Transfer students** must satisfy the same placement requirements as beginning freshmen with the exception of University Seminar:

**University Seminar – Transfer Student Placement**

<table>
<thead>
<tr>
<th>ACT/SAT Score</th>
<th>Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Reading ACT less than or equal to 17, or Verbal + Math SAT less than or equal to 850</td>
<td>Placement in University Seminar 101 (3 credit hours)</td>
</tr>
<tr>
<td>Reading ACT greater than or equal to 18, or Verbal + Math SAT greater than or equal to 860</td>
<td>Placement in University Seminar 100 (1 credit hour)</td>
</tr>
</tbody>
</table>

**University Seminar**

University Seminar is a 1- to 3-credit hour course for entering freshmen and select transfer students. The course is designed to orient new students to the University environment and provide information about available campus resources. The course is taught by instructors from all walks of the University.

Instructors present information about campus resources, time management, and academic regulations as well as lectures on a variety of topics including health, stress, safety, campus involvement, and career development. Additionally, University Seminar 101, which is the 3 credit hour format, builds reading and study skills fundamentals that are essential for success in college.

**The Honors Program**

Louisiana Tech’s Honors Program is designed to meet the needs of students of exceptional ability and motivation. Honors students may take special Honors classes, which are usually small and taught by some of the best and most innovative faculty. Smaller classes and challenging professors provide greater interaction between students and faculty and among the students themselves. They also make it possible for professors and students to explore topics in greater depth or at a higher level of sophistication than in regular classes. In addition to special classes, Honors students enjoy a number of privileges including priority registration, designated housing, and access to social, academic, and cultural events designed specifically for them.
Honors students may also work toward formal recognition of superior achievement in two ways:

1. Honors students who complete the Foundations 21 curriculum receive an Honors Scholar designation on their official academic transcript, an Honors Scholar certificate, and recognition for their achievement at graduation.

2. Honors students may also receive Senior Honors Scholar designation by completing 9 semester hours of Honors classes at the 400-level, including a senior thesis.

Students entering Louisiana Tech as freshmen, who have a composite score of 26 on the ACT (or a comparable score on the SAT) and/or graduated in the top 10% of their high school graduating class are invited to apply to the Honors Program. Students who do not meet these requirements but who wish to join the Honors Program will be considered on an individual basis. Continuing or transfer students above the classification of freshman may apply with a cumulative GPA of 3.3 or better.

For more information, contact:
Dr. Donald P. Kaczvinsky, Director
The Honors Program
P. O. Box 10078
Louisiana Tech University
Ruston, Louisiana 71272-0001

Honors Curriculum - Foundations 21

The Honors curriculum is called Foundations 21 and comprises 12 semester hours from four interdisciplinary seminars—Foundations of Ancient, Medieval and Renaissance, Modern, and American Civilization. These seminars are taken in the freshman and sophomore year and fulfill the General Education Requirements (GER) in history and English. The remaining 9 semester hours are taken in designated honors courses from the remaining disciplines (Foreign Languages, Mathematics, Computer Literacy, Natural Sciences, Arts, and Social Sciences) for a total of 21 of the 45 semester hours of required GER courses needed for baccalaureate degree candidacy. Upon completion of the 21 hours students receive an Honors designation on their academic transcript and an Honors Scholar Certificate.

Students may further take 6 hours of Honors course work. These classes may also count within the student’s major area of specialization with permission of the department head and the Director of the Honors Program. Students must receive at least a B grade if the seminar is to count for honors credit. After 6 hours, students write a senior thesis (3 credit hours), supervised by an appropriate Honors faculty member in the student’s area of specialization. This qualifies them as a Senior Honors Scholar. When complete, Senior Honors status is designated on the student’s academic transcript.

<table>
<thead>
<tr>
<th>Year</th>
<th>Course Work</th>
<th>Credits Earned</th>
</tr>
</thead>
<tbody>
<tr>
<td>Freshman</td>
<td>Ancient Civilization</td>
<td>3 credit hours</td>
</tr>
<tr>
<td></td>
<td>Medieval and Renaissance Civilization</td>
<td>3 credit hours</td>
</tr>
<tr>
<td></td>
<td>Seminars or designated Honors classes</td>
<td>3 credit hours</td>
</tr>
<tr>
<td>Sophomore</td>
<td>Modern Civilization</td>
<td>3 credit hours</td>
</tr>
<tr>
<td></td>
<td>American Civilization</td>
<td>3 credit hours</td>
</tr>
<tr>
<td></td>
<td>Seminars or designated Honors Seminars</td>
<td>6 credit hours</td>
</tr>
<tr>
<td>Senior</td>
<td>Designated Honors Seminars (300-400 level)</td>
<td>6 credit hours</td>
</tr>
<tr>
<td></td>
<td>Senior Honors Thesis</td>
<td>3 credit hours</td>
</tr>
</tbody>
</table>