

ADMISSION

UAB welcomes applications from all individuals whose preparations and abilities give them a reasonable chance of success in its programs. The Office of Undergraduate Admission recognizes both the university's commitment to excellence and its role as an urban institution. Applicants are considered regardless of race, color, religion, sex, sexual orientation, national origin, disability unrelated to program performance, disabled veteran status, or Vietnam-era veteran status. (See Equal Opportunity Policy in Non-Academic Policies, page 267.)

ADMISSION TO UNDERGRADUATE PROGRAMS

Admission to UAB as an undergraduate is either as a degree student (seeking a baccalaureate degree) or as a non-degree student (not seeking a degree). Applications for admission to undergraduate programs in the Schools of Arts and Humanities, Business, Education, Engineering, Natural Sciences and Mathematics, and Social and Behavioral Sciences, as well as applications for pre-nursing or other pre-health baccalaureate programs, are handled by the Office of Undergraduate Admission, Suite 260, Hill University Center, 1530 3rd Avenue South, Birmingham, Alabama 35294-1150. (205) 934-8221. This office is responsible for receiving and processing applications and for determining admissibility of students.

All applicants must offer acceptable evidence of ability and intent to meet the academic standards of UAB. To be considered official, all academic documents required for admission must be mailed to UAB directly from the high schools, colleges, and universities attended.

Persons desiring to enroll for credit courses should apply for admission well in advance of the expected date of registration. There are two application deadlines each term for incoming students, depending on the student's status. In each case the application, fee, and all supporting official academic documents must be complete and received in the Office of Undergraduate Admission by 5 p.m. on the respective deadline date.

Deadline #1 applies to 1) any applicant planning to enter UAB as a beginning freshman student, who has been out of high school for less than three years, and who has either no previous college work or less than 24 semester (or 36 quarter) hours of transferable college-level work; 2) any student submitting a GED score in lieu of having graduated from high school, regardless of age; 3) Early Admission, Dual Enrollment, or Concurrent Enrollment applicants; and 4) international students.

Deadline #2 applies to any applicant who plans to enter UAB as 1) a beginning freshman who has been out of high school for more than three years; 2) a transfer student with more than 24 semester (or 36 quarter) hours of transferable college-level work; 3) a former UAB student; and 4) any non-degree seeking student, including transient, temporary, and post-baccalaureate students.

Term of Initial Enrollment

| Enrollment | Deadline #1 | Deadline #2 |
|-------------|------------------|------------------|
| Fall 2004 | March 1, 2004 | May 1, 2004 |
| Spring 2005 | November 1, 2004 | November 1, 2004 |
| Summer 2005 | April 15, 2005 | April 15, 2005 |
| Fall 2005 | March 1, 2005 | May 1, 2005 |
| Spring 2006 | November 1, 2005 | November 1, 2005 |
| Summer 2006 | April 1, 2006 | April 15, 2006 |

PROSPECTIVE STUDENTS

Campus tours are available to prospective students Monday through Friday at 11:00 a.m. and 2:00 p.m. (except on holidays). Students considering UAB are encouraged to take a tour. The walking tours are led by the UAB TrailBlazers, the official student representatives of the Office of Undergraduate Admission. An admission counselor will conduct a 30-minute information session as part of the campus visit. For more information, call the Office of Undergraduate Admission at (205) 934-9098.

Applications for admission and pre-admission counseling may be obtained from the Office of Undergraduate Admission Mondays through Thursdays from 8 a.m. to 6 p.m. and Fridays from 8 a.m. to 5 p.m. or online at students.uab.edu/apply.

ADMISSION AS A DEGREE STUDENT

Admission criteria vary, depending on the applicant's educational background.

1. A high school graduate with no college course work must meet the following admission criteria: (1) submit an official transcript (one from a certified institution, such as a public or private school, a home-school accrediting agency, or a church-affiliated school) of high school work; (2) have at least a 2.00 (C) grade point average in high school academic subjects in grades 9-12; and (3) high school graduation was within three years of the date for which entry to UAB is sought, must have a minimum composite score of 20 on the ACT Assessment or a combined SAT score of 950 (if high school graduation was three or more years prior to the date for which entry to UAB is sought, the ACT Assessment or SAT is not required).

In order to be well prepared for the rigors of college-level work, high school students planning to apply for admission to UAB are strongly urged to pursue either the advanced academic diploma or to complete the high school academic courses listed below:

| | |
|------------------------------|---------|
| English | 4 years |
| Mathematics | 3 years |
| Algebra I and II | 2 years |
| Geometry, Trigonometry, | |
| Calculus or Analysis Science | 1 year |

| | |
|--|---------|
| Science | 3 years |
| <i>(At least 2 years of science study which includes laboratories)</i> | |
| Social Studies | 4 years |

Also recommended are two years of a foreign language and one year of computer applications.

2. An applicant who has not graduated from high school and has no college work must be at least 19 years of age and have a score of at least 520 on the General Education Development (GED) test.
3. An applicant with 24 or more college semester hours attempted must have a minimum grade point average of 2.0 in all such work.
4. An applicant who has earned college credits, but fewer than 24 semester hours attempted, must have a 2.0 grade point average in all college work attempted and also satisfy the criteria of (1).
5. Applicants from outside the United States must have the academic, linguistic, and financial resources to complete their educational objectives successfully at UAB (see requirements for international students listed below).

CONDITIONAL ADMISSION

A high school graduate with no college work, who does not meet minimum criteria for admission as a degree student, may be offered conditional admission based on a combination of test scores and high school grade point average. A student with fewer than 24 hours of college-level work with a minimum of 2.0 also may be considered for conditional admission based on the same criteria. A person with no college work, who is at least 19 years of age, and who has a standard GED score of at least 450 may be offered conditional admission.

All freshmen admitted conditionally are required to participate in New Student Orientation and confer with an academic advisor prior to registering for their first term at UAB. In addition, conditionally admitted students must limit the first-term course load to a maximum of 14 semester hours, which must include UNIV 101. Students admitted conditionally will be required to confer with an academic advisor in General Studies for at least two consecutive terms.

It is strongly recommended that all conditionally admitted students complete the Core Curriculum requirements for written composition and basic mathematics within four regular terms of admission.

A student may be admitted conditionally only once.

ADMISSION AS AN INTERNATIONAL STUDENT

Applicants from outside the United States must have the academic, linguistic, and financial resources to complete their educational objectives successfully at UAB.

International students have the same academic requirements for admission as students who are citizens of the United States. Each applicant is required to have a minimum composite score of 20 on the ACT Assessment or a combined SAT score of 950. (ACT or SAT score is not required of an applicant who has attempted more

than 24 semester hours of college work or who graduated from high school more than three years ago.) In addition, for each applicant whose native language is not English, a TOEFL score of at least 500 on the written examination or a score of 173 on the computer-based version is required.

To meet the requirements of the F-1 visa, international students must be full-time students. Full-time students are defined as those earning a minimum of 12 semester hours of credit each term for two consecutive semesters.

Applicants who have completed secondary school abroad under a grading system different from the U.S. system must request a document-by-document evaluation which includes a grade point average (GPA) computation. Applicants who have attended a college or university outside the United States must request a course-by-course evaluation and translation of work completed at each institution. Applicants who have earned fewer than 24 semester hours at a postsecondary institution will also need to submit a document-by-document evaluation of secondary school work. Evaluations must be sent directly from the agency to the UAB Office of Undergraduate Admission. Applicants must request evaluations from one of the following agencies: 1) Josef Silney & Associates, 7101 SW 102 Avenue, Miami, FL 33173, (305) 273-1616, www.jsilney.com, or e-mail: info@jsilney.com or 2) World Education Services, P. O. Box 5087, New York, NY 10274-5087, (212) 966-6311, www.wes.org, or e-mail: info@wes.org.

Immigration requirements include a letter verifying support from the student's financial sponsor, an original bank statement confirming a balance sufficient to cover the first year's tuition, fees, and living expenses, and a clearance form if transferring from another school within the United States.

All international students are required to register with the UAB Student Health Service and to carry a health and accident insurance policy approved by the UAB Student Health Service.

NEW STUDENT ORIENTATION

Orientation sessions are offered several times prior to the beginning of each term for all incoming new students. Designed to assist students in making a smooth transition to UAB, orientation sessions include fun-filled activities and informative programs about services available to students. Additionally, new students meet with faculty and academic advisors and register for classes. Attendance at New Student Orientation is mandatory for all new degree-seeking students prior to their first term of enrollment. For more information, contact the Office of Orientation, Room 531, Hill University Center, 1400 University Boulevard, Birmingham, Alabama 35294-1150. (205) 975-7999 or e-mail orient@uab.edu.

ADMISSION APPEAL PROCEDURE

Applicants denied admission to the undergraduate program who believe they have extenuating circumstances that could justify a different decision may appeal for further consideration. The appeals procedure is as follows:

1. Applicants must complete a *Supplemental Admission Application*. Any academic or personal information that would help the com-

mittee to make a fair and informed decision should be provided. A *Supplemental Admission Application* may be obtained by contacting the Office of Undergraduate Admission.

2. Applicants who are not submitting an ACT or SAT score or transfer students who have not earned college credit for math must arrange to take the mathematics placement test at UAB.
3. The deadline for a student to submit a *Supplemental Admission Application*, supporting documentation, and placement test scores if required will be one week after the application deadline for any given term. All application material should be submitted to the Director of Undergraduate Admission.
4. Students who are admitted through this procedure will be advised through the Division of General Studies.
5. Freshmen who graduated from high school within the last three years and who have not attempted coursework at another college or university who are admitted through this procedure must adhere to all policies and procedures of conditional admission.
6. Freshmen who graduated from high school more than three years ago who have not attempted coursework at another college or university as well as transfer students who are admitted through this procedure must adhere to all policies and procedures of probation status.
7. The committee will communicate its decision through the Office of Undergraduate Admission.

DELAYED ENROLLMENT

Admission as a degree-seeking student is valid for one academic year (three consecutive terms). A student who is admitted as a degree-seeking student but who does not register and enroll for course work for a period of three consecutive terms must reapply for admission to the university. If accepted following the reapplication, the student is subject to the policies of the catalog current at that time.

ADMISSION AS A NON-DEGREE STUDENT

Students who do not wish to earn a degree may apply for admission as non-degree students depending on the intent of enrollment as stated on the application for admission. The following restrictions apply to non-degree students:

1. They are not eligible for financial aid or for priority registration.
2. If a course has reached maximum enrollment, they may be dropped in favor of degree students.
3. They may not participate in intercollegiate sports.

Students may be admitted as non-degree seeking in one of three categories: Post-baccalaureate, Temporary, or Transient. See details about each category below.

POST-BACCALAUREATE STUDENTS (PB)

Persons with a baccalaureate degree who wish to meet prerequisites for advanced programs or to satisfy requirements for professional certification will be admitted as Post-Baccalaureate students. In some cases, there will be requirements for admission into the program of study.

Academic Requirements: Approval of appropriate academic unit and academic documents may be required.

TEMPORARY STUDENTS (TE)

Persons seeking personal enrichment or career enhancement may be admitted as Temporary students. Temporary students can attempt a total of 12 semester hours with a maximum of 4 semester hours per term. Registration beyond 12 semester hours requires approval of an advisor in the Division of General Studies.

Academic Requirements: Applicants in this category must be at least 25 years of age and either be a high school graduate or have scored a 52 or better on the GED. Students must provide a letter of good standing if they have attended any college or university within the last year.

TRANSIENT STUDENTS (TR)

Persons who want to transfer credit earned at UAB back to another institution where they are enrolled as a full-time student may be admitted as Transient students.

Academic Requirements: Applicants for Transient status must submit a letter of good standing from the home institution. Enrollment as a Transient student is typically for one term, with a maximum of two consecutive semesters. If Transient enrollment is not in consecutive terms, a letter of good standing will be required for each term of enrollment at UAB. If a Transient is not enrolled for three or more consecutive terms, the student must reapply.

CHANGE FROM NON-DEGREE TO DEGREE STATUS

A student may apply for a “change of status” from a non-degree classification to degree-seeking by completing the appropriate form in the Office of Undergraduate Admission. In order for a change of status to be approved, the individual must meet all admission criteria for a degree-seeking student. See page 21 for criteria and required documents.

FORMER UAB STUDENTS

Former students who have not been enrolled in undergraduate courses at UAB for two or more years or who have attended other colleges since their enrollment at UAB must apply for readmission but will not be required to submit another application fee. Former students are subject to the same conditions as newly-admitted students. (International students must see the international admissions advisor regardless of time away from UAB.)

Former UAB students who are returning to continue their programs of study should consult with their academic advisor or department chair to determine whether curriculum or degree requirements have changed since their last enrollment.

ELIGIBILITY OF COLLEGE CREDITS FOR TRANSFER

The eligibility of credit for transfer to UAB depends both on the subject matter of the credit and on the accreditation status of the institution that awarded the credit.

Technical or vocational credits, whether earned at UAB or at any other institution of higher education, are not eligible for transfer and may not, therefore, be used to satisfy degree requirements. The exception to this rule is when the transfer of certain courses applicable to specific professional degree programs is approved in advance by the appropriate department. The accepted courses will be posted only while the student is in the degree program approving the credit. If the student changes programs, the courses will be removed.

Credits in academic subjects are usually eligible for transfer to UAB if they were awarded by an institution of higher education that has been accredited by one of the regional agencies recognized by the American Council on Education.

If an institution is not yet accredited, but has acquired candidate status from a regional accrediting agency, then academic credits from the institution are eligible for transfer to UAB. Academic credit earned at Alabama Community Colleges during the initial organization of the Alabama College System (1965-1967) will be acceptable for transfer to UAB.

College courses completed at unaccredited non-candidate institutions do not normally transfer to UAB. However, applicants with credits in this category may contact Academic Programs and Policy, Hill University Center, 1530 3rd Avenue S, Birmingham, Alabama 35294, (205) 934-5503, for information on the "Credit by Portfolio" option.

The official determination of acceptability of courses from other institutions is the responsibility of the Office of the Provost. Students having credits from institutions outside the United States should contact the international admissions advisor prior to transfer to receive information on the transfer of international credits.

Credits awarded by other institutions for Advanced Placement (AP), International Baccalaureate (IB), and the College Level Examination Program (CLEP) must be reevaluated to determine if credit will be awarded at UAB. Students wishing to submit such credits should send an official AP, IB, or CLEP transcript directly to the Office of Academic Programs and Policy, Room 470, Hill University Center. (205) 934-5503.

LIMITATIONS OF TRANSFERRED CREDIT

One half of the degree requirements may be transferred from a two-year college provided the courses are numbered as freshman-(100) and sophomore-level (200) courses. In addition, credit earned while a student is on suspension from UAB or another institution, is not eligible for transfer.

ACCEPTANCE OF TRANSFER CREDITS TOWARD A DEGREE

College-level coursework transferred from a regionally accredited institution will be shown on the UAB transcript; however, applicability of the course toward a degree is determined by the student's major department.

ALABAMA ARTICULATION PROGRAM (STARS)

In Fall 1998 the State of Alabama began to implement a

statewide articulation program based on transfer requirements approved by the Alabama Articulation and General Studies Committee (AGSC). The Statewide Articulation Reporting System (STARS) is accessible as an internet-based advising system that allows unlimited access to AGSC-approved transfer requirements. The system is available to students, counselors, administrators, and faculty across the state and may be accessed at <http://stars.troyst.edu>. STARS is the central source for statewide articulation and transfer information. Additionally it provides links to the institutional web pages of participating colleges and universities. If you have questions about STARS, contact the AGSC/STARS Coordination Site, 101 Adams Administration Building, Troy, AL 36082. Toll free in Alabama: 1-800-551-9716 ext. 3690.

DECLARATION OF SCHOOL AND MAJOR

On the Application for Admission, applicants are asked to indicate an intended major field of study. Those applicants who are undecided about a specific major but know their general field of interest may ask to be admitted as undeclared within the appropriate school. Those applicants who do not have a general field of interest may request admission to the Division of General Studies. International students must declare a major. See page 37 for policies regarding the declaration of a major.

ADMISSION TO SPECIFIC SCHOOLS OR PROGRAMS

Admission to the university as an undergraduate student may not be the final step required to gain admission to the desired school or academic program. For the undergraduate programs listed below, significant additional steps are required:

- School of Arts and Humanities (music)
- School of Business
- School of Education (Teacher Education Program)
- School of Engineering
- School of Health Related Professions
- School of Natural Sciences and Mathematics (computer science major)
- School of Nursing
- School of Social and Behavioral Sciences (social work major)

Further information on the additional steps required is given in the section of this catalog devoted to the particular school.

EARLY ADMISSION, CONCURRENT ENROLLMENT, AND DUAL ENROLLMENT/DUAL CREDIT

UAB welcomes applications from exceptional students prior to their graduation from high school when evidence can be presented that enrollment at UAB would enhance the student's educational experience beyond that available in high school. There are three options for high school students who wish to be considered for admission to UAB prior to high school graduation.

EARLY ADMISSION

A student applies for early admission when the intention is to leave high school after completing the junior year and begin full-time study as a degree student at UAB.

CONCURRENT ENROLLMENT

A student applies for concurrent enrollment in order to take courses as a non-degree student at UAB while concurrently enrolled as a junior or senior in high school. (Younger students will be considered for concurrent enrollment in exceptional circumstances.) Students earning college credit under the concurrent enrollment option may not apply credit earned at UAB toward the completion of the high school diploma.

DUAL ENROLLMENT/DUAL CREDIT

The dual enrollment/dual credit option is available only to those students whose high schools have a formal dual enrollment/dual credit agreement with UAB. A high school junior or senior may apply for dual enrollment/dual credit in order to take courses as a non-degree student at UAB while still completing high school and apply credit earned at UAB both toward college requirements and toward the high school diploma.

REQUIREMENTS

Requirements for any of these options include a minimum grade point average of 3.0 and a score of at least 25 on the ACT or 1140 on the SAT. A letter of support from a parent or guardian, and a letter of approval from the high school principal are required. A one-page personal essay and a personal interview are required for early admission.

Individual courses taken by dual enrollment/dual credit must be pre-approved by the student's high school and the appropriate UAB department and school. Prior to each term of enrollment under the dual enrollment/dual credit option, the student must submit a letter from the high school identifying the pre-approved course(s) to be taken for dual credit.

EARLY MEDICAL SCHOOL ACCEPTANCE PROGRAM (EMSAP)

The Early Medical School Acceptance Program (EMSAP) offers the assurance that academically superior high school seniors will enter the UAB School of Medicine after completing undergraduate studies at UAB. Through EMSAP, students can complete an excellent undergraduate program and reserve their place in a world-renowned medical school.

To be considered for admission to EMSAP, students must have the following:

- four years of English,
- four years of mathematics,
- at least one year each of chemistry or physics and biology,
- a grade point average of at least 3.5 (on a 4.0 scale) in academic subjects, and
- an ACT composite score of at least 30 or an SAT score of at least 1,320.

Selected candidates who meet the academic criteria are interviewed by members of a joint committee of the School of Medicine and a UAB undergraduate program. In making its final selections, the committee considers demonstrated leadership qualities and motivation for the study of medicine in addition to academic credentials. For further information, contact the Office of Undergraduate Admission. (205) 934-4076.

IMMUNIZATION POLICY

In response to outbreaks of rubella (red measles) on college campuses throughout the United States and in accordance with the American College Health Association's recommendation that students be immunized against certain diseases, UAB has established an immunization policy. For a summary of the UAB Immunization Policy, which applies to UAB students see Non-Academic Policies, page 267.

EQUAL OPPORTUNITY POLICY

The University of Alabama at Birmingham administers its educational programs and activities, including admission, without regard to race, color, religion, sex, sexual orientation, age, national origin, disability unrelated to job performance, or Vietnam-era or disabled veteran status. The full text of this policy can be found in Non-Academic Policies, page 267.

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