Admission requirements at MSU are founded on three basic principles: first, we are interested in admitting students who show promise of success; second, the best prediction of your success at MSU is previous scholastic success; and third, the prior study of certain specified subjects prepares you for a broad range of university courses and permits greater freedom in choosing a field of specialization.

Admission requirements stated herein are subject to change by Board of Regents action.
For more information about MSU-Bozeman, visit our World Wide Web site at http://www.montana.edu/

Individual Campus Visits
Prospective students and their families are encouraged to visit the MSU campus. The Office of New Student Services offers individualized campus visits Monday through Friday. Campus visits enable prospective students to become acquainted with on-campus living options, academics, extracurricular activities, campus organizations, faculty, staff, and students. Guided campus tours, individualized appointments and visits to classes are available on a daily basis.

Prior to visiting campus, students should review the catalog and other informative materials as preparation for meeting with university personnel. Visits should be scheduled at least a week in advance by calling the Office of New Student Services (406-994-2452 or toll free: 888-MSU-CATS); this enables New Student Services to schedule meetings to accommodate students' individual interests.

MSU Fridays
MSU Fridays, held three times a year, gives prospective students and their families a chance to meet with faculty and students, explore academic facilities, tour the campus, and investigate possibilities and scholarships. It's a great time to...Explore MSU-Bozeman!

New Student Orientation
All new students are required to attend an Orientation/Registration Session. Summer Orientation Programs are offered to new freshmen and transfer students who enter in the fall semester. Additional programs for freshmen, transfers, internationals, and graduates are offered prior to each semester.

Orientation assists students in course selection and registration, and the location and use of campus facilities and services. It also highlights university academic assistance and special services as well as recreational and social programs.

Montana State University believes that Orientation assists all new students in their transition to MSU and increases their chances for academic success.

Upon acceptance to MSU-Bozeman, all students receive information about Orientation/Registration. All new freshman students pay a one-time New Student Orientation fee of $65. All new transfer students pay a one-time New Student Orientation fee of $50. This fee is included on the fee statement of the first semester in which a student attends MSU-Bozeman. Contact the Orientation Office at 406-994-2827 for more information. International students contact the Office of International Education at 406-994-4031.

Freshmen (First-Time Undergraduates)

For admission purposes, freshmen are those who have completed high school or its equivalent and have never attended a college or university, or who have attempted fewer than 12 quarter or semester college-level credits at another regionally-accredited college or university.

Academic Eligibility
(In- and Out-of-State Students)
Admission requirements are as follows for both in-state and out-of-state freshmen:
1. Graduation from a high school which is fully accredited by the appropriate state office of public instruction or passing a General Educational Development (GED) exam. (GED scores are required of graduates from non-accredited high schools and from those who did not complete high school.)
2. A 2.5 cumulative grade-point average (on a 4.0 scale) or ACT Enhanced Composite score of 22 or SAT combined verbal/math score of 1090 or rank in the upper half of the graduating class.
3. Successful completion of a College Preparatory Curriculum:
   • Four years of English. Courses should emphasize the development of written and oral communication skills and literature.
   • Three years of Mathematics. Courses should include algebra I, geometry, and algebra II (or the sequential content equivalent of these courses). Students are encouraged to take a math course in their senior year.
   • Three years of Social Studies.

Courses should include global studies (such as world history or world geography); American history, and government, economics, Indian history, psychology, sociology, or other third-year courses.

• Two years of Laboratory Science. One year must be earth science, biology, chemistry, or physics and the other year can be one of the above sciences or another approved college preparatory science.

• Two years chosen from the following: foreign language (preferably two years); computer science; visual and performing arts; or approved vocational education units.

In- and out-of-state applicants who have not completed the admission requirements stated in #2 above or the college preparatory requirements stated in #3 above may be considered for an admission exemption. The Office of Admissions will determine the status of such applicants.

Due to the limited number of admission exemptions available, priority consideration will be given to those who apply prior to March 1 for the Fall Semester. Students applying after that date may be unable to attend the Fall Semester but may be considered for the following term.

Out-of-state applicants who have not completed the college preparatory requirements stated in #3 above may satisfy the requirements by providing evidence that they have:

Completed a similar college preparatory program required in their home state. Evidence of this completion must be certified by the high school.
or
Met two of the three numeric admission requirements stated in #2 above.

Information about these alternative methods for meeting academic requirements for Montana State University-Bozeman can be obtained by contacting the Office of Admissions, 406-994-6617.

The following categories of students are exempt from most of the above requirements:
• Non-traditional age students (students who graduated from high school three or more years ago).
• Non-degree undergraduate students.
Freshman Students
Denied Admission

Students interested in appealing the admission decision should refer to Appeal of Admission Decisions.

Application Procedure
1. Receipt of the following credentials in the Office of Admissions constitutes a complete application for admission.
   a. Application form: The application form may be obtained from your Montana high school counselor or from the Office of New Student Services, Montana State University, P.O. Box 172190, Bozeman, MT 59717-2190 (406-994-2452). Return the completed and signed application form to the Office of Admissions, Montana State University, P.O. Box 172180, Bozeman, MT 59717-2180 (406-994-6617).
   b. $30 application fee: Checks should be made payable to Montana State University. The application fee will not be waived, deferred, or refunded. The fee must be paid before the application for admission will be processed.
   c. Student Self-Report form: This form, required of all first-time, full-time applicants who have been out of high school less than three years, will be used to determine admission status prior to the receipt of the final high school transcript after graduation. Admission status will be determined from the high school courses taken, grade-point average (GPA), test scores, and class rank reported on the Student Self-Report form.
   d. High school transcript: After graduation, a complete and official transcript must be sent directly from the high school to the Office of Admissions. Courses completed, GPA (on a 4.0 scale), rank in class, and date of graduation must be posted. Students who did not graduate must request an official transcript posting courses completed and date of withdrawal to be sent directly from the high school to the Office of Admissions.
   e. GED report: When required, a complete official General Educational Development (GED) score report must be sent directly from the testing agency to the Office of Admissions.
   f. ACT/SAT scores: Freshmen are required to take the American College Test (ACT) or the Scholastic Aptitude Test (SAT). The results of the tests are used in determining admission status and in assisting with academic planning. Applicants who graduated three or more years prior to the semester in which they intend to enroll are not required to submit test results. Arrangements to take the ACT test may be made by contacting the MSU Testing Service, 406-994-6984.
   g. College/university transcripts: Applicants who have attended a college or university must request that an official transcript be sent directly from each institution to the Office of Admissions.
   h. Advanced Placement: Applicants who have completed an Advanced Placement Examination should request that the official scores be sent directly to the Office of Admissions. Grades of 3, 4, or 5 on an Advanced Placement Examination will be granted college credit (but no grade) for the appropriate courses.

2. Requests to have credentials sent to Montana State University must be initiated by the applicant. Requests should be made in writing directly to the registrar at the former high school, college, university, or agency. Credentials must be sent directly from the school to the Office of Admissions. Credentials received from the student will not be accepted.

3. Application materials and fees will be retained for one year from the original applied term. To apply for a semester other than the one originally intended, the Office of Admissions must be notified as soon as possible.

Transfer Students

Eligible students are those who have attempted 12 or more quarter or semester college-level (college-level meaning applicable to at least an associate degree) credits at an institution accredited by one of the six regional accrediting agencies. Students who previously attended Montana State University-Bozeman and who are returning after attending another institution should refer to "Former MSU Students."

Academic Eligibility

Applicants will be considered for admission based on transferable credits from all regionally accredited colleges or universities previously attended. A cumulative transferable grade-point average (GPA), as determined by MSU, of 2.0 (C) on a four-point scale is required in order to be accepted for admission in good standing.

Transfer Students
Denied Admission

Students interested in appealing should refer to Appeal of Admission Decisions.

Application Procedure
1. Students may apply for admission as a regular transfer student pursuing a first degree or as a second degree student.
2. Receipt of the following credentials in the Office of Admissions constitutes a complete application for admission:
   a. Application form: The application form may be obtained by contacting the Office of New Student Services, Montana State University, P.O. Box 172190, Bozeman, MT 59717-2190 (406-994-2452). Return the completed and signed application form to the Office of Admissions, Montana State University, P.O. Box 172180, Bozeman, MT 59717-2180 (406-994-6617).
   b. $30 application fee: Checks should be made payable to Montana State University. The application fee will not be waived, deferred, or refunded. The fee must be paid before the application will be processed.
   c. Official college/university transcripts: An official transcript must be sent directly to the Office of Admissions. The fee must be paid before the application will be processed.

   d. Official college/university transcripts: An official transcript must be sent directly to the Office of Admissions from each regional-ly accredited college or university attended. This academic information will be used to determine admission status as well as transfer credit.
3. Requests to have credentials sent to Montana State University must be initiated by the applicant. Requests should be made in writing to the registrar at the former institution. Credentials must be sent directly from the school to the Office of Admissions. Credentials received from the student will not be accepted.
4. Applicants who are enrolled at a transfer school while applying to MSU-Bozeman will be considered for admission based on an incomplete official transcript showing all academic work completed and posted to date. A final official transcript must be received in the Office of Admissions by the 15th class day of the first term of attendance. Academic eligibility will be reviewed again upon receipt of that final transcript.
5. Application materials and application fee will be retained for one year from the original applied term. To apply for a semester other than the original one, inform the Office of Admissions as soon as possible.

Evaluation of Transfer Credit
1. An evaluation of transfer credit will be done as soon as possible after final and official transcripts from each institution have been received and the student has officially enrolled at MSU-Bozeman. Upon completion, evaluation information will be sent to the student and to the student’s academic department.
2. All college-level courses from colleges or universities in candidacy status or accredited by any of the six regional accrediting agencies at the time the courses were taken will be accepted for transfer. Courses from unaccredited schools will not be accepted for transfer.
3. The Office of Admissions determines whether or not the transfer work is college level, the appropriate grading and credit conversions on transfer work, and the applicability of transfer credit toward the University Core requirements. The academic department has the prerogative to substitute transfer courses for curriculum requirements.
4. College-level courses which do not have an equivalent at MSU-Bozeman will be accepted as elective credit. The academic department will determine if the transfer electives satisfy specific curriculum requirements.
5. Freshman/sophomore level courses taken at another college or university will not be evaluated as equivalent to junior/senior level courses at MSU. Also, junior/senior level courses will not be evaluated as equivalent to freshman/sophomore courses at MSU. Elective credit will be granted in these cases. If a lower-level elective is substituted for an upper-level course by an academic department, that credit may not be used to fulfill the University upper-level credit requirement.
6. Transfer credit is accepted from vocational technical institutions if the institution is regionally accredited and the courses taken apply toward an associate degree at the institution.
7. Transfer credit will be given for courses in which passing grades were received.
8. Credit is granted for college-level continuing education, correspondence courses and extension courses successfully completed at institutions accredited by one of the six regional accrediting agencies. Official transcripts posting these courses must be sent directly from the institution to the Office of Admissions.
9. Transfer credit will be awarded for Advanced Placement Examinations with a score of three or better. Applicants should request that official scores be sent directly to the Office of Admissions.
10. Transfer credit will be awarded for successful performance in certain subject examinations of the College Level Examination Program (CLEP). Credit awarded for the CLEP examinations will not count toward University Core requirements. Official results must be sent directly from the CLEP testing center to the MSU Testing Service. Refer to Advanced Standing for further information about CLEP.
11. Military experience will be considered for credit upon receipt of official military documentation. Contact the Office of Admissions for information on documentation requirements.
12. International coursework (except from Canadian institutions where English is the language of instruction) must be evaluated by a foreign credential evaluation company. Contact the Office of Admissions for further information.
13. Transfer students start a new grade-point average upon enrolling at MSU-Bozeman; however, grades earned from transfer institutions are used for scholastic status purposes. Any new transfer student whose cumulative transferable grade-point average is less than 2.0 will be placed on University probation. Please see Scholastic Probation and Suspension in the Academic Information section.
14. Undergraduate transfer students follow the Undergraduate Catalog in effect at the time of initial enrollment at MSU. Transfer students from feeder institutions such as the community colleges in Montana and Wyoming as well as the four year colleges in Montana may elect to follow the MSU catalog that was in effect when they began their freshman year at the feeder institution. Please see Graduation Requirements for Baccalaureate Degrees in the Academic Information section.
15. Transfer students are encouraged to bring personal copies of their transcripts for advising purposes during orientation/registration. Catalogs and course syllabi describing previous coursework may be of assistance to the academic advisor when determining appropriate course placement.

Transfer Credit Appeals
Students who wish to appeal a decision regarding acceptance of transfer credit should address the concern to the Admission and Graduation Requirements Board. Students who wish to appeal the assignment of transfer credit to the University Core requirements should address the concern to the Core Equivalency Review Board. Students should contact the Registrar’s Office to receive information on the appeal process.
International Undergraduate Students

Students from countries other than the United States and Canada are also encouraged to apply to Montana State University as first-time freshmen or transfer students. Those who have completed secondary school are considered freshmen; those who have completed college-level coursework equivalent to 12 credits or more beyond secondary school are considered transfer students.

Academic Eligibility

Freshmen

Freshmen will be considered for admission on the basis of their secondary school record and their English proficiency. Applicants who meet a TOEFL score of 525 or A.C.E. Language Institute Level 5 (available at MSU-Bozeman) and have a minimum cumulative grade-point average of a 2.0 or C on a four-point scale will qualify for admission.

Transfer Students

Transfer students will be considered on the basis of their post-secondary education record and their English proficiency. Applicants who meet a TOEFL score of 525 or A.C.E. Language Institute Level 5 (available at MSU-Bozeman) and have a minimum cumulative transferable grade-point average of a 2.0 or C on a four-point scale will qualify for admission.

Application Procedures

1. All application materials must bear the official school seal and signature, and be sent directly from the institution or agency to the Office of Admissions. Transcripts and test scores received from students are unofficial and not acceptable. To provide time for evaluation and notice of acceptance to reach the applicant in a timely manner, the application and required credentials must be received by the Office of Admissions according to the following dates:
   - Fall Semester - May 15
   - Spring Semester - October 15
   - Summer Session - March 1

2. Receipt of the following credentials in the Office of Admissions constitutes a complete application for admission:
   a. International Application for Admission (undergraduate): The application form may be obtained by contacting the Office of New Student Services, Montana State University, P.O. Box 172190, Bozeman, MT 59717-2190 (406-994-2452). Return the completed and signed application form to the Office of Admissions, Montana State University, P.O. Box 172180, Bozeman, MT 59717-2180 (406-994-6617).
   b. $30 application fee: A $30 nonrefundable fee is required of all applicants. The fee must be in U.S. currency. Checks should be made payable to Montana State University and must indicate the U.S. banking codes. The application fee will not be waived, deferred, or refunded. The fee must be paid before the application will be processed.
   c. Official proof of English language proficiency: The official TOEFL scores may be obtained by contacting TOEFL, P.O. Box 6151, Princeton, NJ 08541. Proof of A.C.E. Language Institute Level 5 must be submitted in writing from the A.C.E. Language Institute, Montana State University, Bozeman, MT 59717.
   d. Evidence of financial support: Montana State University requires certification of financial support from students with non-immigrant visas. Financial documentation forms are included on the international application information. Admission will not be considered until an International Student Financial Certificate, complete with a signed statement of support, is on file in the Office of Admissions. The Financial Certificate guarantees that the required minimum amount of money, in U.S. dollars, will be available to the student during the academic year. A bank statement is also required.
   e. Secondary school transcript: A complete and official secondary school transcript is required of all students applying as first-time freshmen or those who have earned fewer than 12 college/university credits. The transcript must be sent directly from the secondary school to the Office of Admissions. Additional official certificates may be required to show completion of secondary school.
   f. College/university transcripts: Official transcripts from each international and U.S. college/university attended are required. The transcript must be sent directly from each institution to the Office of Admissions.
   g. Translation of transcripts: An English translation must be received for all non-English academic credentials.
   h. Evaluation of foreign credentials: An evaluation of non-U.S. academic credentials is required from all applicants who have attended colleges/universities outside the United States and Canada (where English is not the language of instruction) unless MSU has a formal agreement with the postsecondary institution. The credential evaluation application form is enclosed with the international application information and is to be mailed to the credential evaluation company with the required fee. This evaluation is not done by MSU.
   i. Medical records/insurance: All applicants are required to submit a completed immunization record to the Student Health Service. Proof of medical insurance is required prior to registration of classes. Questions may be directed to the Student Health Service, Montana State University, P.O. Box 173260, Bozeman, MT 59717-3260 (406-994-2311).
   j. Foreign Student Eligibility to Transfer form: This form must be submitted by all international students transferring from a U.S. college or university. This form should be sent to the Office of International Education, Montana State University, P.O. Box 172260, Bozeman, MT 59717-2260 (406-994-4031).

3. The Office of Admissions will issue notice of acceptance to reach the applicant in a timely manner, constituting a complete application for admission.
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are accepted for admission and whose admission files are complete.

4. The request to have credentials sent to Montana State University must be initiated by the applicant. Requests should be made in writing directly to the registrar at the former high school, college, university, or agency. Credentials must be sent directly to the Office of Admissions.

5. Application materials and application fee will be retained for one year from the date of application. To apply for admission, the Office of Admissions must be notified as soon as possible.

Requirements for International Undergraduate Non-Degree-Seeking Students

Students interested in taking a limited number of courses at MSU-Bozeman without pursuing a degree may apply as non-degree-seeking students. A letter of intent from the student is required.

1. International Student Application Form and $30 (U.S. dollars) application fee.

2. Official proof of English language proficiency—525 TOEFL or A.C.E. Language Institute Level 5 (available at MSU-Bozeman) or, if a student is coming for a limited period of time on another institution's I-20, MSU-Bozeman will accept a written permission from the instructor(s) of the course(s) the student intends to take.

3. A letter of intent from the student outlining educational objectives, purpose of study and specific terms and dates of attendance at MSU.

4. Financial Certificate guaranteeing the required minimum funds annually from students to whom MSU will issue an I-20.

Canadian Undergraduates

Students from Canada are encouraged to apply to Montana State University. Those who have completed grade 12 or 13 in secondary school are considered freshmen; those who have completed an equivalent to 12 credits or more of post-secondary college-level course work are considered transfer students.

Academic Eligibility

Freshman Students
Freshmen will be considered for admission on the basis of their secondary school record and scores taken from the ACT or SAT tests. Applicants who have a minimum cumulative grade-point average of 2.0 or "C" on a four-point scale or have an ACT score of 22 or an SAT score of 1050 will qualify for admission. If the applicant's native language is not English, a minimum TOEFL score of 525 or A.C.E. Language Institute Level 5 will be required.

Transfer Students
Transfer students will be considered on the basis of their post-secondary education record. A minimum cumulative transferable grade-point average of 2.0 or "C" on a four-point scale is required of all Canadian transfer students. If the applicant's native language is not English, a minimum TOEFL score of 525 or A.C.E. Language Institute Level 5 will be required.

Application Procedures

1. All application materials must bear the official school seal and signature and be sent directly from the institution or agency to the Office of Admissions. Transcripts and test scores issued to students are unofficial and not acceptable. To provide time for evaluation and for notice of acceptance to reach the applicant in a timely manner, the application and required credentials must be received by the Office of Admissions according to the following dates:
   - Fall Semester - May 15
   - Spring Semester - October 15
   - Summer Session - March 1

2. Receipt of the following credentials in the Office of Admissions constitutes a complete application for admission:
   a. Application Form: The application form may be obtained from the Office of New Student Services, Montana State University, P.O. Box 172190, Bozeman, MT 59717-2190 (406-994-2452). Return the completed and signed application form to the Office of Admissions, Montana State University, P.O. Box 172180, Bozeman, MT 59717-2180 (406-994-6617). (See When to Apply.)
   b. $30 Application Fee: A $30 non-refundable application fee is required of all Canadian applicants. The fee must be in U.S. currency and should be made payable to Montana State University and must indicate the U.S. banking codes. The application fee will not be waived, deferred, or refunded. The fee must be paid before the application will be processed.
   c. Evidence of Financial Support: Montana State University requires certification of financial support for students with non-immigrant visas. The International Student Financial Certificate, included with the application information, complete with signed statement of support, is required. The Financial Certificate guarantees that the required minimum amount of money, in U.S. dollars, will be available to the student during the academic year.
   d. Secondary School Transcript: A complete and official secondary school transcript is required of all applicants applying as first-time freshmen or those who have earned fewer than 12 college/university credits.
   e. Official Scores from ACT or SAT: Scores can be obtained by contacting American College Testing, P.O. Box 451, Iowa City, IA 52243, or SAT CEEB College Board, P.O. Box 592-A, Princeton, NJ 08540.
   f. College/University Transcripts: Official transcripts from each international and U.S. college/university attended are required.
   g. Translation of Transcripts: An English translation is required for all non-English transcripts.
   h. Evaluation of Foreign Credentials: An evaluation of non-U.S. academic credentials is required from all applicants who have attended colleges/universities outside the United States and Canada where English is not the language of instruction (Quebec). The credential evaluation application form is enclosed with the international application information and is to be mailed to the credential evaluation company with the required fee. This evaluation is not done by MSU.
Special University Attendance

Special University Attendance allows a student of high school age who will not have graduated from high school to be considered for regular admission where demonstrated ability and general maturity warrant such acceptance. Admission will be very selective.

Academic Eligibility

To be eligible for Special University Attendance, the applicant:
1. Must have completed the junior year in high school.
2. Must have a minimum high school grade-point average of 3.25 and/or a minimum 27 ACT/1210 SAT.
3. Must have completed the majority of the College Preparatory coursework outlined under Freshmen Academic Eligibility.

Application Procedure
1. Receipt of the following credentials in the Office of Admissions constitutes a complete application for admission:
   a. Application Form. The application form may be obtained from Montana State University, P.O. Box 172260, Bozeman, MT 59717-2260 (406-994-4031).
   b. $30 Application Fee. Checks should be made payable to Montana State University, P.O. Box 172180, Bozeman, Montana 59717-2180 (406-994-6617).
   c. High School Transcript. An official transcript must be sent directly from the Office of Admissions; Montana high school counselors or from the Office of New Student Services, Montana State University, P.O. Box 172190, Bozeman, Montana 59717-2190 (406-994-2452). Return the completed and signed form to the Office of Admissions, Montana State University, P.O. Box 172180, Bozeman, Montana 59717-2180 (406-994-6617).
   d. ACT/SAT Scores. Scores from either the ACT or the SAT must be sent directly to the Office of Admissions. Arrangements to take the ACT test may be made by contacting the MSU Testing Service, 406-994-6984.
   e. Letter of Recommendation. A letter must be submitted from the high school principal and/or guidance counselor recommending the student for Special University Attendance.
   f. Interview. An appointment must be made with the Director of Admissions to discuss Special University admission.
   g. Evaluation of Ability and Social Maturity. An evaluation of academic ability and social maturity may be requested through the MSU Counseling and Psychological Services.
2. The request to have credentials sent to Montana State University must be initiated by the applicant. Requests should be made in writing to the registrar at the high school or agency. Credentials must be sent directly to the Office of Admissions.

Early Admission

Early Admission (congruent high school/university attendance) allows a high ability student who has not completed high school to take courses for university credit.

Academic Eligibility

To be eligible for Early Admission, the applicant must:
1. Demonstrate extraordinary ability to do university-level work in at least one academic area.
2. Demonstrate a strong likelihood of success at university-level work in that area.
3. Meet the course requirements for Early Admission set by the departments offering the courses to be attended.

Normally such students will have completed the sophomore year in high school and will have a grade-point average of at least 3.25, documented on an official high school transcript.

Application Procedure

Receipt of the following credentials in the Office of Admissions constitutes a complete application for admission:
1. Application Form: The application form may be obtained from Montana high school counselors or from the
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Office of New Student Services, Montana State University, P.O. Box 172190, Bozeman, MT 59717-2190 (406-994-2452). Return the completed and signed form to the Office of Admissions, Montana State University, P.O. Box 172180, Bozeman, MT 59717-2180 (406-994-6617).

1. Students who are considered former Montana State University students attended Montana State University in the past, but were not in attendance the preceding term. (For exception, see #6 below.)

2. The following items are required of each former student:
   a. A completed Intent to Register form (obtained from the Registrar's Office);
   b. An official transcript from each college or university attended since last attending Montana State University.

3. Students submitting an intent should file it with the Registrar's Office by the following dates:

   Fall Semester - July 15
   Spring Semester - December 15
   Summer Session - May 1

4. Students who attended another college or university since last attending Montana State University must request that official transcripts from each institution be sent to the Registrar's Office; failure to do so may result in the cancellation of registration. Scholarly probation status or re-admission may be affected by courses taken since last attendance at Montana State University.

5. Upon receipt of the required transcripts, an evaluation of transfer credit will be completed.

6. Students who have earned a bachelor's degree at Montana State University, but are interested in taking additional work not applicable toward an advanced degree, should complete a non-degree status application with the College of Graduate Studies.

7. Students who completed a bachelor's degree at another institution since last attending Montana State University who are interested in pursuing another bachelor's degree here should file an Intent to Register form.

8. Returning international students need to contact the Office of International Education at 406-994-4031 to see if a new Form I-20 must be obtained.

Non-degree Undergraduate Level

Non-degree undergraduate students are those who have not earned a baccalaureate degree and are wishing to take college courses, but who are not interested in pursuing a baccalaureate degree at Montana State University.

Application Procedure

Receipt of the following constitutes a complete application for admission:

1. Application Form: The application form may be obtained from the Office of New Student Services, Montana State University, P.O. Box 172190, Bozeman, MT 59717-2190 (406-994-2452). Return the completed and signed form to the Office of Admissions, Montana State University, P.O. Box 172180, Bozeman, MT 59717-2180 (406-994-6617).

2. $30 Application Fee: Checks should be made payable to Montana State University. The application fee cannot be waived, deferred, or refunded. This fee must be paid before the application for admission will be processed.

3. Evidence of Exceptional Capability: The application must include transcripts and/or other evidence of exceptional capability in the area in which courses are to be taken. For example, evidence may include scores on national placement exams or samples of outstanding work. Arrangements to take the ACT or SAT tests may be made by contacting the MSU Testing Service at 406-994-6984.

4. Letters of Recommendation: Letters recommending admittance must be submitted by the student's school principal, guidance counselor, and/or teachers. Letters from teachers who work with gifted and talented students are particularly valued. Also, a letter from a faculty member in the university department in which a course is to be taken must state that the student is apparently prepared to take the course in question and is granted permission to do so.

5. Interview: The MSU Special Admission Oversight Committee must recommend acceptance in the Early Admission program. Applicants and their parents may be interviewed by the committee. Contact the Director of Admissions to set up an interview.

Appeal of Admission Decisions

Applicants who wish to appeal the decision(s) made in the Office of Admissions relating to admission status, acceptance of transfer credit, granting of University Core designation, or residency status are encouraged to contact the appropriate campus resource. Initial questions regarding admission decisions and transfer credit evaluations should be directed to the Office of Admissions. If an appeal is appropriate, information about the appeal process can be obtained from the Office of Admissions.
Admission and Graduation Requirements Board

The Admission and Graduation Requirements Board considers appeals and/or petitions from students seeking waivers of established admission and graduation requirements. For admission appeals, the Committee is composed of the Vice Provost for Academic Affairs (chairperson), the Director of Admissions and Registrar (secretary), and the assistant dean of the college concerned. Information about the appeals process can be obtained from the Registrar's Office.

Core Equivalency Review Board

The Core Equivalency Review Board considers appeals and/or petitions from students seeking re-evaluation of the assignment of transfer credit to meet University Core requirements. The Committee is composed of MSU faculty and administrators. Information about the appeal process can be obtained from the Registrar's Office.

Residency Appeals Board

The Residency Appeals Board considers appeals from students seeking reconsideration of residency status for fee purposes.

Students who wish to appeal the initial residency classification should request a Student Guide to Montana's Residency Policy brochure. After reading the residency regulations, the applicant should complete the Residency Questionnaire, attach all supporting documentation, and submit the information to the Registrar's Office. Appeals must be received a minimum of seven (7) working days before the semester begins. The Residency Appeals Board will review the Residency Questionnaire and determine residency status for fee purposes.