



— APPLICATION FOR UNDERGRADUATE —
ADMISSION

MONTANA
STATE UNIVERSITY

BOZEMAN ▲ MONTANA



WWW.MONTANA.EDU

Become a Montana State University student in 5 easy steps

GET STARTED WITH THIS **CAT CHECK** CHECKLIST

www.montana.edu/admissions/catcheck.shtml

1

APPLY FOR ADMISSION

(406) 994-2452 • (888) MSU-CATS (678-2287) • admissions@montana.edu

New students may apply for admission at any time without all the necessary required materials. Applicants will be notified of missing or incomplete documents needed to complete the admissions process.

- Once you have completed your application for admission (pages 3–8 for freshmen and pages 3–6 for transfer students), return it along with your \$30 check for the nonrefundable application fee. Make check or money order payable to Montana State University. (Please note the \$30 application fee cannot be waived). Mail application form and fee to:
MSU Office of Admissions • P.O. Box 172190 • Bozeman, MT 59717-2190
- OR apply online. See this link: www.montana.edu/wwwcat/appopts.html
- Request that your official ACT or SAT test scores be sent directly to the MSU Office of Admissions from ACT (MSU school code is 2420) or SAT (MSU school code is 4488) testing company (required for freshman applicants).
*Request ACT scores at: www.actstudent.org/scores/send/index.html
*Request SAT scores at: <http://sat.collegeboard.com/scores/send-sat-scores>
- Request that your final, official transcript posting final grades and graduation date be sent directly to the Office of Admissions from your high school (high school transcripts are not required for transfer students).
- Request that all of your final, official college transcript(s), Advanced Placement, and/or International Baccalaureate be sent directly to the Office of Admissions, if applicable.
- Before or after you have applied for admission, MSU encourages you to visit the Montana State University campus or attend an MSU Friday (open to all students and family members).
- After you have applied, track your admissions status online at “MyInfo.” Find the MyInfo link at www.montana.edu. Enter the Secure Area using either your MSU Student ID or your Social Security Number and click on “Admissions Checklist.” If you need help signing into MyInfo, please see our **instruction page** at www.montana.edu/admissions/myinfo.shtml.

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APPLY FOR FINANCIAL AID & SCHOLARSHIPS

(406) 994-2845

- As soon as possible after January 1, submit the Free Application for Federal Student Aid (FAFSA), available online at www.fafsa.ed.gov. Include MSU in Bozeman as one of your college choices on the FAFSA. MSU’s FAFSA Federal school code is 002532. See the scholarship and financial aid section in your Viewbook for more information about applying for financial aid. If you do not have a Viewbook, please contact the Office of Admissions.
- Montana State University awards millions of dollars in scholarships and waiver awards to new students who enter in the fall of each year. You might qualify for some of this money based on your academic record, financial need, group affiliation or a combination of the three. If you qualify, some scholarships and awards are automatically awarded when you are offered admission to Montana State University.

Check out all the details at: www.montana.edu/admissions/scholarships.shtml

- Inquire about College and Departmental New Freshman and Transfer Scholarship opportunities within each MSU College and Department.
- If eligible, apply for VA educational benefits by contacting the Veteran's Affairs Office at (406) 994-3661 or at www.montana.edu/wwwres/veteran/.

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APPLY FOR HOUSING

(406) 994-2661 • housing@montana.edu

- Housing applications can be submitted online at www.montana.edu/reslife/application.php. Paper applications are available upon request.
- If you have less than 30 semester credits and will be attending Montana State as a full-time student, you are required to live in the residence halls, unless you are a single parent, a married student or complete the exemption process for another reason.
- Graduate students, single parents and married students can find out about Family and Graduate Housing opportunities at www.montana.edu/campuslife/ or (406) 994-3730.

4

SUBMIT IMMUNIZATION RECORDS

(406) 994-2311

- Required Immunizations (Health History Form) and the Tuberculosis Screening Form can be printed at www.montana.edu/health/immunization.php
- You must send proof of required immunizations and the Tuberculosis Screening Form to the MSU Student Health Service at least three weeks before your Orientation session. Proof of immunization is required to register for classes.

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SUBMIT ORIENTATION/REGISTRATION MATERIALS

(406) 994-2827 • orientation@montana.edu

- Information on orientation/registration is sent after students are accepted for admission. Complete the Orientation registration card and mail back to the Orientation office.
- Attend New Student Orientation: Information and the session dates can be found at www.montana.edu/admissions/orientation/.
- Once you have attended Orientation and registered for classes, you will need to confirm your attendance. Log into the MyInfo Web site to confirm your attendance.

Log on to your Admission Checklist to check the status of your financial aid, housing application, immunization hold and orientation registration.

www.montana.edu/admissions/myinfo.shtml

PACKET CONTENTS *This packet includes instructions and forms you will need to apply for undergraduate admission at Montana State University in Bozeman. Please pull center section out and include relevant additional pages.*

Crime Statistics: *Campus crime statistics for the most recent three-year period can be found online at: www.montana.edu/wwwmsupd/ or may be requested by contacting MSU Admissions.*

APPLYING FOR MSU ADMISSION

PRIORITY PROCESSING DATES

Students are encouraged to apply early to ensure a smooth transition to MSU. If you have any questions about the admission requirements or application process, please visit our Web site at <http://montana.edu/admissions> or contact the Office of Admissions at (406) 994-2452, 1-888-MSU-CATS or admissions@montana.edu.

Students who have submitted an admission application and all required documents by the following dates will receive priority in admission processing:

Fall Semester · **July 1** Spring Semester · **December 1** Summer Semester · **May 1**

Students may expect to receive information regarding their admission status promptly following receipt of their application.

FRESHMAN ADMISSION REQUIREMENTS

If you are a first-time college student, or have attempted fewer than 12 college-level credits after graduating from high school, you must meet the following admission requirements and college preparatory classes:

Students who do not meet all of the freshman admission requirements are still encouraged to apply for admission and submit the necessary credentials. Montana State is allowed a number of exemptions to the stated requirements and will examine each student's credentials on a case by case basis for admissibility.

Academic requirements

- An ACT composite score of 22 or SAT of 1540 (M, CR, W); **or**
- A 2.5 cumulative grade point average; **or**
- Rank in the upper half of your high school graduating class.

AND

- Minimum Math score of 22 on ACT or 520 SAT; **or**
- Minimum Math score between 18-21 on ACT or 440-510 SAT (students must enroll in and pass math course within first 3 semesters at MSU); **or**
- Score of 3 or above on Advanced Placement (AP) Calculus AB or BC exam; **or**
- Four years of high school math courses (which include Algebra I, Algebra II, Geometry and courses beyond Algebra II) and three years of science courses with grades of C or better in all courses.

AND

- Minimum English score of 18 on the Combined English/Writing or 7 on the Writing Subscore of the ACT Optional Writing Test; **or**
- Minimum Writing score of 440 on SAT or 7 on the Essay; **or**
- Score of 3 or above on the AP English Language or English Literature Exam; **or**
- Score of 3.5 or above on the Montana University System Writing Assessment; **or**
- Students who do not meet the writing options listed above, must enroll in and pass a writing course within the first 3 semesters at MSU.

College preparatory program

- Four years of English.
- Three years of math, including Algebra I, Geometry and Algebra II, or sequential equivalent. Students are encouraged to take a math class their senior year of high school.
- Three years of social studies, including one year of global studies, one year of American history, and one year of government or another third-year course (e.g. economics, psychology, sociology).
- Two years of laboratory science. One must be in earth science, biology, chemistry or physics. The second year may be one of those sciences or another approved college preparatory laboratory science.
- Two years chosen from the following: foreign language, computer science, visual and performing arts, or vocational education.

APPLICATION CHECKLIST

Complete this application or apply online at www.montana.edu. In addition, the following documents in each category must be submitted:

Incoming freshmen

- High School Self-Report Form (for students still in high school or graduated less than 3 years ago) or GED or ACT COMPASS results
- \$30 nonrefundable application fee
- ACT or SAT scores sent electronically from the testing agency (ACT Code: 2420 and SAT Code: 4488)
- Final official high school transcripts mailed after final grades and graduation date have been posted.
- Official transcripts from each college (including AP and/or IB), if applicable

Nontraditional freshmen

(out of high school for 3 or more years)

- Official high school transcript or GED or ACT COMPASS results
- \$30 nonrefundable application fee
- Official transcripts from each college attended (including AP and/or IB), if applicable

Early admission freshmen

 (concurrent high school/university attendance)

- Official high school transcripts
- \$30 nonrefundable application fee
- ACT or SAT scores sent electronically from the testing agency (ACT Code: 2420 and SAT Code: 4488)
- Letter of recommendation from high school principal or guidance counselor
- University professor recommendation, giving permission to attend specific class
- Interview with Asst. Director of Admissions, call Office of Admissions for appointment.

New Transfer students

 (attempted 12 or more college level credits after graduating from high school)

- \$30 nonrefundable application fee
- Official transcripts from each college or university attended

Canadian students

- Documents as noted per category above
- Financial certificate guaranteeing minimum funds required
- Proof of English proficiency if native language is not English

Nondegree students

- \$30 nonrefundable application fee

International students

You are an International Student if you are not a U.S. citizen, permanent resident or refugee or you are living in the United States under an E, B, H, J, L, or M visa. If either is true, please fill out an International Student Application for Admission available at: www.montana.edu/international/admissions/apply.htm



PLEASE PRINT CLEARLY.

Term of Enrollment: Fall Spring Summer Year _____ Nonrefundable application fee \$30

MAIL TO: OFFICE OF ADMISSIONS • MONTANA STATE UNIVERSITY • P.O. BOX 172190 • BOZEMAN, MT 59717-2190

PERSONAL INFORMATION

Full legal name _____ Last First Middle

Previous name (s) _____

Social Security Number _____ We ask that you voluntarily provide this number which permits MSU to distinguish between individuals of the same or similar names. This is especially important should you request a transcript at a later date or wish to be considered for financial aid.

Mailing Address* _____ City State Zip

*Note: this is where all mail will go, so please let the Office of Admissions know if this changes.

Telephone () _____ E-mail _____

Birthdate (mo/day/yr) and Birthplace _____

Country of citizenship _____

If not U.S., are you a permanent resident alien of the U.S.? Yes No

EDUCATIONAL INFORMATION

Have you previously attended Montana State University-Bozeman? Yes No

- If Yes: Early High School Admit student Dates: _____
 Continuing Education student Dates: _____
 Nondegree undergraduate or graduate student Dates: _____
 Degree seeking undergraduate or graduate student Dates: _____

Please indicate your educational goal:

- Bachelor degree (indicate field of study or undecided) _____
 Second bachelor degree (indicate field of study) _____
 Nondegree undergraduate* (only available to people who do not have a bachelor's degree and are not pursuing a degree at this institution.) _____

*Not eligible for financial aid

ACADEMIC HISTORY (All applicants must complete this section.)

A. High School

- 1. I will be graduating or I have graduated Graduation date _____
Complete name of your high school _____
City/State _____
2. Is this high school accredited by your state department/office of education or by a regional association? Yes No

B. If you have or will receive the GED (General Education Development) Diploma or Compass Exam instead of receiving a high school diploma please indicate: GED or Compass Exam

Date taken (mo/year) _____ City/State _____

C. College/University All applicants who have attended or are attending a college or university are initially required to submit official undergraduate transcripts (regardless of GPA or academic standing).

COLLEGE/UNIVERSITY (COMPLETE NAME)	CITY/STATE	DATES ATTENDED (TO/FROM)	TOTAL COLLEGE LEVEL CREDITS ATTEMPTED	DEGREE EARNED (IF APPLICABLE)

Were you ever suspended or dismissed for academic reasons from any of the colleges/universities listed above? Yes No

If yes, please describe _____

REQUIRED SAFETY AND SECURITY INFORMATION *(All applicants must complete this section.)*

1. Have you ever been convicted of a **felony** (please include instances of deferred sentencing)? Yes No

A felony in Montana State law is defined as a crime for which more than one year in prison may be imposed.

2. Have you ever been subjected to court-ordered confinement for threatening or causing physical or emotional injury to persons or property? Yes No

3. Have you ever been disciplined, suspended from, or placed on probation at any educational institution for nonacademic reasons?

Yes No

Suspension is defined as a sanction imposed for disciplinary reasons that results in a student leaving school for a specified time period. Dismissal from a college for disciplinary reasons is defined as permanent separation from an institution of higher education on the basis of conduct or behavior.

4. Have you ever been required to register as a sexual or violent offender? Yes No

An affirmative response to any of these questions will not automatically prevent admission, but you will be asked by the college to provide additional information. This information will be reviewed by a campus committee to ensure campus safety. Any falsification or omission of data may result in a denial of admission or dismissal.

RESIDENCY INFORMATION

Are you claiming in-state tuition classification as a Montana resident? Yes No *(If yes, complete the following questions. If no, skip to p.6)*

A. Does your parent or legal guardian claim you as a federal income tax exemption? Yes No If no, go to question B.

If yes, please complete the following about your parent/guardian.

1. Who claims you as a federal tax exemption?

Name _____ Relationship _____

2. Date he/she began living in Montana (mo/day/yr) _____

3. Date of extended absences from Montana (mo/day/yr) _____ to _____

Reason for absence _____

4. Has he/she filed a Montana state income tax return? Yes No

as a part-year resident as a full-year resident

List the last three years Montana income taxes have been filed: _____

5. Date of his/her Montana voter registration (mo/day/yr) _____

6. Does he/she have a current Montana driver's license? Yes No

Current Issue date (mo/day/yr) _____ Is this a renewal? Yes No

7. Date of his/her current Montana vehicle registration (mo/day/yr) _____

8. What is his/her employment status? (check all that apply) _____

full-time part-time retired unemployed seasonal permanent

Name and address of employer _____

Date of start of employment _____

B. If your parent or legal guardian does not claim you as an income tax exemption, please complete the following.

1. Date you began living in Montana (mo/day/yr) _____

2. Dates of extended absences from Montana (mo/day/yr) _____ to _____

Reason for absence _____

3. Have you filed a Montana state income tax return? Yes No

as a part-year resident as a full-year resident

List the last three years Montana income taxes have been filed: _____

4. Date of your Montana voter registration (mo/day/yr) _____

5. Do you have a current Montana driver's license? Yes No Issue date (mo/day/yr) _____

Is this a renewal? Yes No

6. Date of your current Montana vehicle registration (mo/day/yr) _____

7. What is your employment status? (check all that apply)

full-time part-time retired unemployed seasonal permanent

Name and address of employer _____

Date of start of employment _____

8. What is your spouse's employment status? (check all that apply)

full-time part-time retired unemployed seasonal permanent

Name and address of employer _____

Date of start of employment _____

C. Dates of military service, if applicable (mo/day/yr) _____ to _____

City and state from which you entered the service _____

D. I am or will be a graduate of a Montana high school after attending that school for my entire senior year, and I have or will be registering at a unit of the Montana State University System within four fall terms of my high school graduation. Yes No

E. Please fill in table below with information about yourself for the past two years:

TO	FROM	PLACE OF RESIDENCE	EMPLOYMENT	SCHOOLS ATTENDED

VOLUNTARY STATISTICAL INFORMATION

Gender: Male Female

Have either of your parents (or guardian(s)) with whom you reside completed a bachelor's degree? Yes No Unsure

If so, is this a degree from Montana State University in Bozeman? Yes No

Please indicate if you are:

Hispanic or Latino (specify country of origin) _____

Not Hispanic or Latino

Please indicate all races that apply among the following:

Black or African American _____

American Indian or Alaska Native (specify primary tribal affiliation and reservation) _____

Asian (specify country of origin) _____

Native Hawaiian or other Pacific Islander (please specify) _____

White

Race/Ethnicity unknown _____

Other (please specify) _____

If you have a disability for which accommodations may be necessary, please submit a confidential written request for disability accommodations to the Montana State University Disability Services Office, SUB 180, Montana State University, Bozeman, MT 59717-3960, fax# (406) 994-3943. Written documentation of disability is usually required. A brochure detailing documentation requirements may be obtained from the Office of Disability, Re-entry and Veteran Services.

No qualified student with a disability shall, on the basis of disability, be excluded from participation in, be denied the benefits of, or otherwise be subjected to discrimination under any MSU program or activity.

What do you consider to be the most significant factor in your decision to apply to MSU? _____

SIGNATURE

I hereby certify that to the best of my knowledge the foregoing information is true and complete without evasion or misrepresentation. I understand that if found otherwise, it is sufficient cause for rejection or dismissal. If my application for admission is approved, I agree to abide by the present and future rules and regulations, both academic and nonacademic, and the scholastic standards of Montana State University, its colleges, schools, departments and institutes including but not limited to those rules, regulations and standards stated in the undergraduate/graduate catalog. I further acknowledge that if I fail to adhere to these regulations or meet these requirements, my registration may be canceled.

If I enroll at Montana State University, I agree to pay all tuition, fees, fines, and debts to the university that may be incurred by me. I understand that MSU will take action against me to collect any unpaid debts, including withholding of registration, transcripts and assignment of the debt for collection and I will be responsible to pay any costs incurred to collect the debt.

If I fail to pay any tuition or fees when due, I understand the university will treat any unpaid amount as an educational loan extended to finance my education.

Applicant's complete legal signature: _____
Name Date

NEW FRESHMAN HIGH SCHOOL SELF-REPORT FORM*

*Only required for new freshman applicants who have been out of high school less than three years.

1. New freshmen applicants may apply at any time without all the necessary required materials. Applicants will be notified of missing or incomplete documents needed for the admissions process.
2. Please list all courses passed, including those in progress. Please print clearly.
3. Official high school transcripts should be sent only after graduation.

Name _____

Graduation date ____/____/____ Complete name of your high school _____

ACT/SAT assigned high school code (6 digits) _____

City/State _____ H.S. phone (____) _____

High school class rank _____ in a class of _____ Cumulative high school grade point average on a 4.0 scale _____

Complete Test scores (official ACT or SAT scores required to complete application)

ACT _____ Composite _____ Test date(s) _____
ENG MATH READ SCI Combined English/Writing Writing Subscore

SAT _____ Test date(s) _____
CR M W Writing Essay Subscore

If you have not taken the ACT or SAT, please specify your intended test date _____

MUS Writing Assessment (MT residents only) _____ Test date(s) _____

By my signature on this application, I understand that this information may be used as a preliminary basis for admission to Montana State University. It is complete and correct as of this date. If this information changes, I will notify MSU Admissions of the changes and understand that my admission status will be reevaluated.

Complete the form on the back using this example as a guide

SELF-REPORT OF HIGH SCHOOL COURSES

We'd like to know what courses you've taken during high school. Below, indicate all classes for which you've earned credit, as well as the courses you're currently taking. Please include the grade you earned for each course (Note: Official high school transcripts should be sent only after graduation.)

A. English Include courses such as written and oral communications and literature.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester	English B+	English B+	American B+	Reading B+
2 nd Semester	English B+	English B+	American B+	Sci Fiction B+
3 rd Semester*				

B. Mathematics Include courses such as algebra I and II, geometry and calculus.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester	Algebra I B	Geometry B	Algebra II B	
2 nd Semester	Algebra I B	Geometry B	Algebra II B	
3 rd Semester*				

C. Social Studies Include courses such as world studies, American history and government, economics, psychology, sociology or other third-year courses.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester		World Hist A	US History B+	Psychology A
2 nd Semester		Geography A	US History B+	Government A
3 rd Semester*				

D. Laboratory Science Include courses such as earth science, biology, chemistry and physics.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester	Earth Sci B+	Biology B+	Chemistry B	
2 nd Semester	Earth Sci B+	Biology B+	Chemistry B	
3 rd Semester*				

E. Other Include courses such as foreign language, computer science, visual/performing arts and vocational education.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester	Spanish I B+	Art B+		
2 nd Semester	Band B+	Choir B+		
3 rd Semester*				

SELF-REPORT OF HIGH SCHOOL COURSES

We'd like to know what courses you've taken during high school. Below, indicate all classes for which you've earned credit, as well as the courses you're currently taking. Please include the grade you earned for each course. If you prefer, you may submit an incomplete high school transcript instead of filling out this section.

A. English Include courses such as written and oral communications and literature.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester				
2 nd Semester				
3 rd Semester				

B. Mathematics Include courses such as algebra I and II, geometry and calculus.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester				
2 nd Semester				
3 rd Semester*				

C. Social Studies Include courses such as world studies, American history and government, economics, psychology, sociology or other third-year courses.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester				
2 nd Semester				
3 rd Semester*				

D. Laboratory Science Include courses such as earth science, biology, chemistry and physics.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester				
2 nd Semester				
3 rd Semester*				

E. Other Include courses such as foreign language, computer science, visual/performing arts and vocational education.

Semester	9 th Grade course/grade	10 th Grade course/grade	11 th Grade course/grade	12 th Grade course/grade
1 st Semester				
2 nd Semester				
3 rd Semester*				

*If applicable.

VERIFICATION OF COLLEGE PREPARATORY PROGRAM

If you have completed a college preparatory program required in your state, please have your high school counselor or principal verify the completion here.

_____ has completed or will complete the college preparatory curriculum approved by this state.
Student's Name

Name of high school official _____ Counselor Signature _____

Position _____ Date _____

MONTANA STATE UNIVERSITY

Office of Admissions, (406) 994-2452

Toll free, 888-MSU-CATS

admissions@montana.edu

CAMPUS PHONE NUMBERS AREA CODE (406)

Bookstore at MSU	994-2811	Division of Graduate Education	994-4145 gradstudy@montana.edu
Career Services	994-4353	Family & Graduate Housing	994-3730 fgho@montana.edu
College of Agriculture	994-6381 agdean@montana.edu	Financial Aid Services	994-2845
College of Arts and Architecture	994-4405	Honors Program	994-4110
Architecture	architecture@montana.edu	Information Desk	994-INFO
Art	art@montana.edu	Intercollegiate Athletics	994-4221 info@msubobcats.com
Media and Theatre Arts	mta@montana.edu	International Programs	994-4031 international@montana.edu
Music	music@montana.edu	MSU Libraries	994-3139
General	caa@montana.edu	Orientation	994-2827 orientation@montana.edu
College of Business	994-4423 business@montana.edu	President's Office	994-2341
College of Education, Health and Human Development	994-4133 ehhddean@montana.edu	Recreational Sports and Fitness	994-5000
College of Engineering	994-2272	Registrar's Office	994-2601
Chemical Engn.	chbe@coe.montana.edu	Residence Life/University Food Service	994-2661 housing@montana.edu
Civil Engn.	cedept@ce.montana.edu	ResNet	994-1929
Construction Engn.Tech.	cedept@ce.montana.edu	Student Health Service	994-2311
Computer Science	csinfo@cs.montana.edu	Trio Student Support Services	994-4541
Electrical & Computer Engn. . .	ecedept@ece.montana.edu	University Business Services	994-2701
Industrial Engn.	jstanslo@ie.montana.edu	University Studies Department	994-3532 universitystudies@montana.edu
Mechanical Engn.	cjenkins@me.montana.edu	Veteran's Affairs	994-3661 byork@montana.edu
Mech. Engn. Tech.	cjenkins@me.montana.edu		
General Engn.	engrinfo@coe.montana.edu		
College of Letters and Science	994-4288 lands@montana.edu		
College of Nursing	994-3783 nursing@montana.edu		
Community Involvement	994-6902		
Dean of Students Office	994-2826		
Directory Assistance	994-0211		
Disability, Re-entry & Veteran Services	994-2824		



Office of Admissions
406 994-2452 · 1-888-MSU-CATS
admissions@montana.edu
www.montana.edu