



**KENTUCKY STATE  
UNIVERSITY**

## ADMISSION

### Ms. Fe'Lisa Wilson, Director

Academic Service Building, Suite 406

Phone: (502) 597-6813

Email: [admissions@kysu.edu](mailto:admissions@kysu.edu)

Departmental Website: <https://www.kysu.edu/student-success-and-retention/admissions/index.php> (<https://www.kysu.edu/student-success-and-retention/admissions/>)

Kentucky State University provides educational opportunities to all qualified students regardless of economic or social status. KSU does not discriminate on the basis of race, color, religion, sex, marital status, beliefs, age, national origin, sexual orientation, or physical or mental disability.

### Admission Requirements for First - Time Freshman

#### Standard First-Year Admission

Students who meet the criteria of unweighted high school grade point average of 2.5-4.00 on a 4.00 scale will be granted Standard Admission.

#### Excel First-Year Admission

Students who have a cumulative unweighted high school grade point average of 2.0-2.49 on a 4.0 scale will be granted Excel Admissions and must successfully complete directed coursework during the first academic year.

*All admitted students must meet the state-mandated college readiness standards for all subjects prior to registering for classes, or they must enroll in required preparatory coursework beginning their first academic semester. While ACT scores are not required, students are encouraged to submit scores for proper course placement in English, mathematics, and reading courses. If scores are not provided, students will be required to prove proficiency through testing or appropriate course completion. Questions may be directed to the Office of Admissions, 502.597.6813. Although test scores are not used for admission purposes, they are required for course placement and academic readiness purposes. Students will be required to provide proof of high school graduation or GED prior to attending classes and disbursement of financial aid.*

Responses on the applications and on related materials must be complete and accurate; entrance may be denied or registration cancelled as a result of false or misleading statements. All questions about requirements should be referred to the Office of Admissions at [admissions@kysu.edu](mailto:admissions@kysu.edu) (<https://kysu-public.courseleaf.com/undergraduate/admissions/admissions@kysu.edu>), (502) 597-6813.

### Admission Requirements for Transfer Student

1. Submit a final official transcript from each regionally accredited institution you have attended. Kentucky State University does not accept credits from institutions that are not regionally accredited.

Note that the transcript must be sent from the student's institution to Kentucky State University Office of Admissions. Hand-carried transcripts that are not sealed will not be accepted.

2. Have a 2.0 grade point average (GPA) on a 4.0 scale on all work from accredited institutions.
3. Provide evidence that you are eligible to return to any institution you have previously attended when good academic standing is not indicated on the official transcript.
4. Students with less than 24 college academic credits awarded since high school graduation will be considered first time freshmen for admissions purposes and will need to submit high school transcripts. While ACT scores are not required for transfer students with less than 24 credit hours earned since high school graduation, students are encouraged to submit scores for proper course placement in English, mathematics, and reading courses. If proficiency in English, mathematics, and/or reading cannot be established by a review of the college transfer record, students will be required to prove proficiency through testing or appropriate course completion.

**Note:** If you are admitted as a transfer student, your institutional GPA will include hours attempted and quality points earned from all regionally accredited institutions.

Kentucky State University subscribes fully to the policies of the "General Education Transfer Agreement (<https://kysu-public.courseleaf.com/undergraduate/student-affairs/admissions/chrome-extension://efaidnbmnnnibpcajpcglclefindmkaj/https://cpe.ky.gov/policies/academicaffairs/genedtransferpolicy.pdf>)" of the Kentucky Council on Postsecondary Education

## Admissions for International Student

A student who is not a citizen or permanent resident of the United States is considered an international student. The University welcomes admission inquiries from international students. International students should have a complete admission application on file three months before the beginning of the term (summer/fall/spring semester) in which they intend to enroll.

The international student must follow the following procedures:

- Submit an Application for Admission with a \$25.00(US Funds) payment. Application fee made payable to Kentucky State University in the form of a money order or cashier's check;
- Submit a verification of graduation from high school or secondary institution;
- Submit official high school transcripts/certificate in English with translation certified (Nigerian students must submit WASC) Submit official SAT/ACT, IELTS or TOEFL scores; minimum TOEFL score of 70 iBT or IELTS score of 6.0.
- Demonstrate, via Declaration of Certification of Finance, that sufficient funds are available to finance the planned course of study without causing undue hardship on the student;
- Provide a statement from the bank, lending agency, or sponsor that stipulates the amount of money on reserve for tuition, fees, and living accommodations to matriculate in a four-year undergraduate program in the United States;
- Submit a transcript evaluation form (with a determined G.P.A.) from an accredited transcript evaluation agency in the United States.

Prospective international students are encouraged to utilize the services of World Educational Services, Inc. (WES) for credential evaluation

and verification. Instructions can be found at [www.wes.org](http://www.wes.org) (<https://www.wes.org/>) or by an evaluation and translation service available at the National Association of Credential Evaluation Service.

## VISAS AND REGULATIONS

International Student Advising and Transition Services will provide Next Steps with Pre-Departure, Arrival, KSU I-20 or DS-2019 Documents. (<https://www.kysu.edu/academics/global-strategies-and-international-affairs/international-student-advising-and-transition-services/>)

## Other Types of Admission

### Dual Credit

Kentucky State University's Dual Credit program offers college-level courses for high school students in a cooperative arrangement with local school districts. <https://www.kysu.edu/academics/dual-credit/index.php> (<https://www.kysu.edu/academics/dual-credit/>)

### Non-Degree Seeking Student

A student not seeking a degree from Kentucky State University is considered a non-degree student. This may include visiting students, early admission (high school) students, senior citizens, post-baccalaureate students without degree intentions, and students pursuing additional undergraduate course work for teacher certification or other career purposes.

### Post-Baccalaureate Students

Students with an earned baccalaureate degree from a regionally accredited college or university who complete the regular application process and who desire to pursue a baccalaureate degree program at Kentucky State University, will be admitted to the University.

### Adult Learner

Students who are twenty-one years of age or older, or non-degree seeking, may receive conditional admission to the University (if they do not qualify for regular admission). Such students are exempted from the PCC requirements and are not required to do remedial course work. In addition, such students may obtain University credit hours through Academic Unit Challenge Examinations or by satisfactory performance on the College Level Examination Program (CLEP) tests.

Students, who have not attended high school for more than five years, are over the age of 25 with a GED or high school diploma and have no post-secondary education credits, are a military veteran, or are over the age of 25 and have not completed sufficient hours to be considered a transfer student, will apply as a first-year student and will need to complete an application. (If you think that you qualify as a non-traditional student for other reasons, please consult the Center for Adult Learning (<https://www.kysu.edu/academics/adult-learning/>).

### Visiting Students

A student in good standing at an accredited college may be admitted to the University as a Visiting student. To be eligible for consideration, an applicant must submit an application, a letter of good standing from the current institution, and a \$50.00 in U.S. funds for international applications. Visiting student status does not constitute admission or matriculation as a degree candidate. The Visiting students, however, are subject to the same fees and regulations as a regular student except for the continuation-in-residence requirements.

## Home-Schooled Students

A student who has received a home school diploma must submit the following in lieu of a high school transcript:

- A notarized statement from the home school teacher detailing the content of the student's home school curriculum and the duration of such, and
- A copy of the student's home school diploma.

## Senior Citizens / Donovan Scholar

Kentucky residents, age 65 or older, may complete the application, be admitted to the University, and have all tuition and fees waived. The University may limit the enrollment of these students if classes are filled or if their admission necessitates additional classes. You must submit a copy of your driver's license to the Bursar's Office to verify age and residency.

## Readmission

Students who have previously attended Kentucky State University and who wish to reenter must secure readmission from the Registrar's Office. In order to be eligible for re-admission to the University, students who attended another institution for one semester must have earned an overall average of C or better since last attending Kentucky State. The student must complete the University's Re-enrolling Form (<https://www.kysu.edu/documents/registrar/ksu-re-admit-application-2022.pdf>) and supply the Registrar's Office (<https://kysu-public.courseleaf.com/undergraduate/admissions/registrar@kysu.edu>) with an official transcript from the institution previously attended.

## Student Residency

The Commonwealth of Kentucky has established a process and corresponding criteria for the determination of residency classification for students seeking admission to, or enrolled in, public institutions of higher education. The Council on Postsecondary Education (hereinafter referred to as "CPE") has established Kentucky Administrative Regulation 13 KAR 2:045 (hereinafter referred to as "the Regulation") to be followed by all public institutions of higher education in the Commonwealth concerning residency classification.

### Kentucky Resident

A student who is a resident of Kentucky or whose parent(s) is (are) a resident(s) of Kentucky is considered a resident of the state. If a Kentucky resident graduated from an out-of-state high school, proof of residency must be submitted to avoid out-of-state tuition. Submission of a residency affidavit to the Office of Admissions may be required.

### Non-Resident

A student who is not a resident of or whose parent(s) is (are) not a resident(s) of Kentucky is considered a non-resident. Additional information can be obtained at the following website: [www.lrc.ky.gov/kar/013/002/045.htm](http://www.lrc.ky.gov/kar/013/002/045.htm). (<https://apps.legislature.ky.gov/law/statutes/statute.aspx?id=51403>)

As a part of the state-supported system of higher education in Kentucky, Kentucky State University is governed by 13 KAR 2:045, a statewide policy for determining residency. For additional information and a copy of the affidavit for a review of residency status, (<https://www.kysu.edu/academics/vet-and-mil-affairs/residency-status-for-purpose-of-tuition.php>) contact the Office of the Registrar.

## **University Residency Appeals Policy and Procedures**

The Office of Admissions determines the residency status of students at the time of application to the University in compliance with 13 Kentucky Administrative Regulation 2:045. A student who questions their residency status, a new applicant, should direct all inquiries to the Office of Admissions. All currently enrolled students should submit documentation to the Office of the Registrar. Upon completion of the required affidavit by the student and submission of all required documentation, a written residency decision will be made by the Office of Registrar's Office.