# ADMISSION REQUIREMENTS FOR UNDERGRADUATE STUDENTS

Note: These admission requirements are for the Summer 2022, Fall 2022, and Spring 2023 terms.

## First-time Freshmen:

Includes the subcategory of "direct-from-high school" students, which are those who will be attending UToledo the summer or fall immediately following their high school graduation. Students who have been enrolled in post-secondary or dual enrollment while in high school are considered direct-from-high school students. Students who took college courses during the summer immediately following high school graduation and are enrolled at UToledo the following fall are also considered direct-from-high school students.

Other subcategories of first-time freshman students include adult students (those who have never attended college other than during high school) and GED holders who have never attended college.

### Direct-From-High School Application Requirements

- Application for admission
- $40 application fee or fee waiver
- Official high school transcript

#### OPTIONAL: TEST SCORES

- Test scores, should a student choose to submit at time of application. Test scores are not required for admission, and information about UToledo's test-optional admission policy can be found here (https://www.utoledo.edu/admission/freshman/test-optional.html).
- Based upon a student's major and the ACT or SAT score, students may be required to take placement tests, which will assist in placing students into courses.

#### UTOLEDO'S CODE FOR TEST SCORE SUBMISSIONS: ACT: 3344 SAT: 1845

If a student does not meet one or more of these requirements, they may submit an appeal form that delineates their college readiness. The appeal will be reviewed by an admission committee. Appeal forms should be submitted online as soon as possible.

### College/Program Admission Standards

UToledo colleges and programs have specific admission criteria that must be met. Programs may have additional criteria not listed here (https://www.utoledo.edu/admission/freshman/admission-standards.html); please check the program's Web site for the most complete information. Admitted students who do not meet the specific college/program requirements will be offered admission to other programs, such as Exploratory Studies, which will assist students in gaining admission.

### High School Transcript Policy

All direct-from-high school students and adult students will be reviewed for admission based on an official high school transcript.

High School transcripts are considered official if they have been received directly from the issuing institution. It should bear the school's seal, recent date, and an authorized signature. Under unusual circumstances, exceptions may be made at the discretion of a professional staff member.

We will consider an official transcript as one that is mailed to us or sent by email directly from a school official. We will also consider an official transcript as one that is sent through an electronic delivery service, such as Common App, Parchment, or Scoir.

Should the official transcript come to us electronically, it will not bear a seal. It may or may not have a signature. We will still consider this as official since it's coming directly from a school official.

We will also only consider a transcript as official if it is coming to us from an accredited high school. If it is coming from a public school, the school should also have a valid CEEB code.

Home school transcripts follow state guidelines. For Ohio home school students, we will accept an official transcript from the parent. A final transcript will only be considered official and valid if we also have a validation from the school district approving the student for home school their senior year.

If we receive a transcript that does not appear to be valid, we will reach out to the high school to confirm that the student has:

a. Graduated from said institution
b. Request a new transcript be sent directly to the Associate Director to confirm it is coming from a valid source

If a school has closed, we would contact the state education board office in order to request official documents for that student.

**Adult Students:**

First time freshmen who have been out of high school one semester and never taken college courses at another university since high school graduation, students who are military or veteran, or students with a GED. Students who enroll the fall semester after their high school graduation and took college courses during high school or the summer immediately following graduation are considered traditional first-time freshman.

### Adult Student Application Requirements

- Admission application
- Submit a high school cumulative GPA of 2.0 or higher; in this case, no ACT/SAT scores will be needed.

May be required:

- Students who are 25 years of age or older, or a current member of the U.S. military or veterans are admitted regardless of GPA; no ACT/SAT scores will be needed.
- Students who do not fall into either of these categories and have a high school cumulative GPA under 2.0 must submit a minimum 15 ACT or 830-870 SAT, if taken March 2016 or after. If a student does not meet this requirement, they may submit an appeal form that

delineates their college readiness. The appeal will be reviewed by a committee. Appeal forms should be submitted as soon as possible, with a final deadline of August 1.

- Based upon a student's major and the ACT or SAT score, students may be required to take placement tests, which will assist in placing student in courses

**High School Transcripts**: All students (excluding GED holders) must send an official high school transcript, complete with a stamped graduation date, to the Office of Undergraduate Admission.

**National Student Clearinghouse**: The University of Toledo will complete a check of the NSC on all adult applications. We will verify if any institutions were previously attended and, if needed, edit your application to show any institutions not listed. Official transcripts from these institutions would be required for admission.

**GED Holder Requirements**: The above ACT/SAT requirements do not apply to GED holders. However, many of our academic colleges require ACT/SAT scores for direct admission into a program. Students utilizing the GED must submit an official copy of their GED (General Education Development) diploma and scores. You can obtain a copy of your GED from the Department of Education in the state where you took the GED test.

# Transfer Students:

Students with college credits taken fall semester of the year they graduated from high school or later. Students who took college courses during high school or the summer immediately following graduation are considered traditional first-time freshmen, please see direct-from-high school admission requirement.

## Transfer student application requirements:

- Admission application
- Official transcript from all previously attended institutions

Transfer students with a minimum higher education GPA of 2.0, for all work taken, who do not meet college/program admission requirements below will be admitted to University College: Department of Exploratory Studies.

**New Transfer:** A student who has previously attended another institution and is looking to transfer to UT for the first time.

**Transfer Re-Admits**: students who attended UT, then attended another institution, and are coming back to UT. If your higher education GPA is under a 2.0, your file will be reviewed before you are re-admitted to UT.

**Probation Admits**: transfer student with a cumulative higher education GPA under 2.0 may be admitted to University College: Department of Exploratory Studies.

**Guest Students**: students who are attending another institution and take classes at UT to transfer back to their home institution. Students are only allowed to attend for one semester at a time. UT needs proof of good academic standing from the home institution and student must be able to provide proof of any prerequisites taken for courses they intend to take at UToledo.

**National Student Clearinghouse**: The University of Toledo will complete a check of the NSC on all transfer applications. We will verify previous institutions attended, and if needed, edit your application to show any institutions not listed.

**Suspension/Dismissal Policy**: If a student has been suspended or dismissed from another institution, they will be required to provide additional documentation to UT. We will honor an academic suspension from another school up to one year. A student will not be able to attend classes at UT until that year of academic suspension has completed. Students suspended or dismissed for disciplinary reasons will be reviewed on a case by case basis.

## TRANSFER ADMISSION STANDARDS:

Transfer students who have a specific college preference but are undecided on a major within that college may apply as undeclared to that college. However the College of Engineering does not accept undecided transfer students, and they will be admitted into University College: Department of Exploratory Studies. Students who are undecided on their college and major will be admitted into the Department of Exploratory Studies.