

OFFICE OF ADMISSIONS & RECRUITMENT

Jeff Blahnik
Vice President for Division of Enrollment Management;
Executive Director of Admissions & Recruitment

Office of Admissions & Recruitment
Jacobson Hall
550 Parrington Oval, Room L-1
Norman, OK 73019
Phone: (405) 325-2151
admissions@ou.edu
www.ou.edu/admissions

Undergraduate Admission

The admissions process at the University of Oklahoma seeks to identify applicants who will successfully complete a college preparatory academic program and contribute to the diverse intellectual, cultural and social environment of the University. The University of Oklahoma welcomes inquiries regarding admission requirements and application procedures. The Office of Admissions & Recruitment assists prospective undergraduate students — both freshman and transfer — with the admissions process by providing information on admission requirements, financial aid, scholarship opportunities, housing, and student life. This office also serves as a visitor information center and provides tours of the campus to prospective students, their families, and other university guests.

Application Deadlines

Freshman Application Deadlines

Undergraduate, U.S. citizens, and permanent residents applying for freshman admission should submit applications as early as possible (please refer to When To Apply), but applications must be received by the Office of Admissions & Recruitment by the following dates:

- February 1 - summer session
- February 1 - fall semester
- November 1 - spring semester

See Freshman Admissions for more information.

International Students applying for freshman admission must also observe the following deadlines to submit application support materials:

- Credential deadlines
 - March 15 - summer session
 - April 15 - fall semester
 - November 15 - spring semester

See International Undergraduate Admission for more information.

Transfer Application Deadlines

Undergraduate, U.S. citizens and permanent residents applying for transfer admission:

- April 1 - summer session
- June 1 - fall semester
- November 1 - spring semester

See Transfer Admissions for more details.

International students applying for transfer admission:

- Application deadlines
 - February 1 - summer session
 - April 1 - fall semester
 - September 1 - spring semester
- Credential deadlines
 - March 1 - summer session
 - May 31 - fall semester
 - November 1 - spring semester

See International Undergraduate Admission for more information. International students are considered to be those applicants who require a temporary, non-immigrant United States visa or immigration status. Students who have established permanent resident status in the United States are not considered international students.

Credentials

To be considered for admission, applicants must submit official and complete academic credentials.

Applicants may not disregard any part of their educational history, and failure to report all institutions previously attended will be cause for cancellation of the admissions process or for dismissal. All credentials submitted for admission to the University of Oklahoma become the property of the University and will not be returned or released.

Application Fee

Applicants to the University of Oklahoma must pay a non-refundable application-processing fee.

Resident Status

All applicants are classified as resident or non-resident for purposes of admission and tuition based on information provided on the application for admission. Applicants may be required to submit evidence to substantiate their claim to resident classification.

A uniform policy concerning resident status exists for all state-supported institutions of higher education in Oklahoma. See the OU In-State/Out-of-State Tuition Policy for resident status information.

Questions concerning resident status should be directed to the Office of Admissions and Recruitment, (405) 325-2151.

English Proficiency

All new applicants to the University for whom English is a second language, including those holding permanent resident status, are required to present evidence of proficiency in the English language prior to admission. The intent of this policy is to ensure that students for whom English is not a native language have a reasonable chance to succeed academically based on their ability to comprehend and use spoken and written English.

Undergraduate applicants may satisfy the English proficiency requirement in one of several ways which are stated in English Proficiency section on the International Undergraduate Admission web page.

Admission of Freshmen

How to Apply

Apply online through the Common Application, Apply Coalition with Scoir, or the OU Application and submit the following credentials:

- Official high school transcript reflecting at least six semesters of work completed
- Self-reported ACT and/or SAT scores; official copies of ACT and/or SAT scores will be required at a later date for all who enroll (optional)
- Letter of Recommendation (optional)
- An official transcript from any collegiate institution you have attended as a concurrently enrolled/dual credit student
- Official copies of any AP or CLEP test scores

When to Apply

Prospective students are encouraged to apply as soon as possible after August 1 at the start of their senior year of high school in order to maximize opportunities for housing, financial aid, scholarships, and early enrollment. The OU application for incoming freshmen opens on **August 1**. The University of Oklahoma has an early action application date of **November 1**; students applying by November 1 are given priority consideration for admission, housing, financial aid, scholarships, and enrollment.

Criteria for Admission of Freshmen

To be considered for admission to the University of Oklahoma, applicants:

- Must not have completed seven or more semester hours of college-level work after graduating high school (six hours or fewer is allowed).
- Must have graduated from an accredited or unaccredited high school*.

*Applicants who have received a General Education Development (GED) or are home-schooled will also be considered. Your high school class must have graduated by the time you plan to enter OU.

Applicants will be considered for admission using a holistic review and selection process which considers several factors that predict academic success (i.e. high school grade point average, high school course rigor, academic engagement, writing ability, leadership, and ACT/SAT scores if reported). The University of Oklahoma is test optional for admissions purposes. See requirements and other factors for admission decisions for more information.

Admission requirements are subject to change annually by the University of Oklahoma with the approval of the Oklahoma State Regents for Higher Education, when it is determined to be in the best interest of the University and its students to do so. If it becomes necessary to limit enrollment, preference will be given to residents of Oklahoma. For the most current information on admission requirements, contact Admissions & Recruitment, (405) 325-2151 or visit the Admissions website.

Minimum High School Performance

Because success in college is enhanced by solid academic preparation in high school, completion of the following courses in high school is required before entering the University.

- **English — four units:** Grammar, composition, and literature only.
- **College Preparatory Mathematics — three units of prep math (four recommended):** algebra I, algebra II, geometry, trigonometry, math analysis, calculus, or Advanced Placement statistics.
- **Laboratory Science — three units (four recommended):** Does not include general science, with or without a lab. One year of principles of technology may substitute for one of the lab science courses, provided that the student also completes two traditional laboratory science courses.
- **History and Citizenship Skills — three units:** One unit must be American history and two additional units selected from the subjects of history, economics, geography, government, or non-western culture.
- **Additional Subjects — two units:** from any of the subjects previously listed or computer science or world language. Two years of the same world language will satisfy the University's language general education requirement. Any AP course not already used to satisfy the curricular units mentioned previously may be used to satisfy the two additional units except AP courses in Studio Art or International English.

Coursework in music, art, drama, or speech is also recommended.

Adult Admission

Applicants who are 21 years of age or older or on active military duty may be considered under the Adult Admission category. Careful attention will be given to an applicant's written comments concerning background and educational goals, personal interviews, as well as letters of recommendation from school counselors, teachers, principals, employers, or supervisors attesting to the applicant's motivation and potential for academic success. An applicant's academic record will also be reviewed for completion of the high school curricular requirements. Students admitted under the Adult Admission category must demonstrate proficiency to the satisfaction of the entering institution in the curricular area the student desires to pursue. Prospective students should contact the Office of Admissions & Recruitment at (405) 325-2151 for further information.

Concurrent Enrollment

Concurrent Enrollment at the University of Oklahoma is a program designed to allow high school juniors and seniors with exceptional abilities to enroll in college courses on a limited basis. High school students may thus accumulate college credits prior to completing high school.

To be eligible for the Concurrent Enrollment Program, students must be enrolled in an accredited high school and meet the following requirements:

1. You must have achieved junior or senior standing and be eligible to complete requirements for graduation from high school no later than the spring of your senior year, as attested by your high school principal.
2. You must meet the requirements found on the Concurrent Enrollment website.

Interested students should apply online, and submit a completed Concurrent Enrollment Recommendation form signed by the high school principal, or counselor, and parent, an official high school transcript, and other application support documents as required.

Once admitted, a student's combined enrollment in high school and at the University of Oklahoma may not exceed 19 credit hours during a fall or spring term. For this purpose, the University will assume that any high school course enrollment is the equivalent of three (3) credit hours. Students may enroll in a maximum of nine (9) credit hours during a summer term without being concurrently enrolled in high school classes during the summer. Students who wish to exceed this credit hour limit may petition the Dean of University College for permission to do so, up to a maximum of 24 semester hours in a regular semester.

The completion of high school curricular requirements is not mandatory for Concurrent Enrollment students for admission purposes. However, students may not enroll in college-level courses in a curricular area until the high school curricular requirement in that discipline has been satisfied through coursework or assessment. Concurrent Enrollment students may not enroll in zero-level courses designed to remove high school curricular deficiencies.

Following high school graduation, Concurrent Enrollment students must apply for **regular freshman admission** to the University of Oklahoma, or they may transfer to another institution in the state system, provided that they have maintained a grade point average of 2.00 on a 4.00 scale at the University and meet the entrance requirements of the receiving institution, including high school curricular requirements.

Opportunity Admission

Students who have not graduated from high school, regardless of age, whose composite score on the ACT (using Oklahoma norms) or combined verbal and mathematics score on the SAT (using national norms) places them in the 99th percentile of all students tested, may apply for admission to the University of Oklahoma. Admission will be determined based on test scores and an evaluation of the student's level of maturity and ability to function intellectually and socially in the adult college environment.

Applicants for Readmission

Students must file an application for readmission if it has been more than one semester and a summer term since their last attendance at the University, or if they have completed a degree or were suspended after their last enrollment at OU. **Application deadlines do apply to former students.** Students who only enroll for summer terms (summer to summer students) do not need to reapply unless they graduate or break their continuous enrollment for a summer term. Students who have attended another college or university since last attending the University must file official transcripts from each institution attended. A student's eligibility for readmission will be determined after an evaluation of all transferred and OU work has been made. Academic credit awarded by any division of the University of Oklahoma is considered resident credit, with the exception of credit completed by correspondence or advanced standing examination.

Suspended Students

A student who has been suspended once for academic reasons from the University or any other institution in the state system of higher education may apply for readmission to the University for any semester or summer term beyond the semester in which they were suspended. Such readmission is not automatic but is decided on an individual basis. The student must submit an application for readmission, a letter of appeal, and all required transcripts to the Office of Admissions & Recruitment by **April 1 for a fall semester or summer session, and November 1 for a spring semester.** The letter of appeal should include an explanation of the student's previous academic record, information about

the student's activities since suspension, and reasons why an exception to the requirements for admission to the University should be made.

A student who has been suspended twice from the University is not eligible for consideration for readmission until that student has attended another accredited college or university and raised their grade point average to the University's retention standards.

Other Applicants

Undergraduate Visitor/Special Students

Any person who is admissible to the University of Oklahoma and who wishes to take undergraduate courses without the intention of pursuing a degree may do so under the classification of Undergraduate Visitor/Special Student.

Undergraduate Visitor/Special Students must meet regular admission requirements to the University and are limited to nine semester hours of enrollment in this classification, unless an exception to this enrollment maximum is made by the president of the University or his or her designate. University retention standards also apply to this category of student. A person who is admitted as an Undergraduate Visitor/Special Student has no privileges beyond those which are available to all students. An Undergraduate Visitor/Special Student who wishes to enroll in a course with specific prerequisites must meet those prerequisites in the same manner as any other student.

Undergraduate Visitor/Special Students who later elect to enter a degree program will be expected to meet all of the regular requirements for that particular degree program and are urged to apply for regular (degree-seeking) admission as soon as a decision to pursue a degree has been made.

If an Undergraduate Visitor/Special Student applies for admission to an undergraduate degree program, the work they have taken as a Special Student will be evaluated in the same manner as any other work submitted for evaluation. The particular degree-recommending college involved will determine how this work will apply toward the degree sought.

Second Undergraduate Degree Applicants

Students may apply for a second undergraduate degree at the University of Oklahoma, but are encouraged to investigate other options available through the Graduate College and other non-degree classifications before doing so. In addition to specific degree programs, the Graduate College offers teacher certification programs and an unclassified (non-degree) option, which allows students to take graduate and undergraduate courses before selecting a major field of graduate study.

Applicants for a second undergraduate degree must apply to a specific major and are not eligible for a second undergraduate degree in the major of their first degree.

General University policy, as well as specific college and school policies, may restrict an applicant from applying for a second undergraduate degree in certain majors. Applicants should contact the Office of Admissions & Recruitment or the appropriate University degree-recommending college for further information on the pursuit of a second undergraduate degree.

Post-Baccalaureate Non-Degree Students

Post-baccalaureate non-degree are students who hold at least a bachelor's degree and wish to take **undergraduate** courses without

pursuing a degree, including students who wish to take undergraduate prerequisite courses for medical, dental, optometry, or veterinary school. Students who wish to take **graduate-level** courses without pursuing a degree should apply as an Unclassified Graduate Student. Post-Baccalaureate Non-Degree students are not required to submit academic credentials to be admitted. Post-baccalaureate students may not enroll in any course that is limited to majors only, may not enroll in 5000 or 6000-level courses, and may not receive graduate credit for 3000 or 4000-level courses.

Policy on Non-Academic Criteria in the Admission of Students

In addition to the academic criteria used as the basis for the admission of students, the University shall consider the following non-academic criteria in deciding whether a student shall be granted admission: whether an applicant has been expelled, suspended, or denied admission or readmission by any other educational institution; whether an applicant has been convicted of a felony or lesser crime involving moral turpitude; whether an applicant's conduct would be grounds for expulsion, suspension, dismissal, or denial of readmission, had the student been enrolled at the University of Oklahoma. An applicant may be denied admission to the University if the University determines that there is substantial evidence, based on any of the instances described above, to indicate the applicant's unfitness to be a student at the University of Oklahoma.

Admission of Transfer Students

Applicants are considered transfer students if they have attempted more than six semester hours of college-level work at another accredited college or university since graduating from high school. Students who complete college-level work while still in high school are not considered transfer students.

Transfer admission requirements are subject to change by the University of Oklahoma with the approval of the Oklahoma State Regents for Higher Education, when it is determined to be in the best interest of the University and its students to do so. If it becomes necessary to limit enrollment, preference will be given to residents of Oklahoma.

Transfer Admission Criteria

Admission of transfer students is based on the following performance requirements and preparatory coursework in high school.

Curricular Requirements for Admission of Transfer Students¹

- **English—four units:** grammar, composition, and literature only
- **College Preparatory Mathematics—three units:** algebra I, algebra II, geometry, trigonometry, math analysis, calculus, or AP statistics.
- **Laboratory Science—three units:** does not include general science with or without a lab. One year of Principles of Technology may substitute for one of the lab science courses, provided that the student also completes two traditional laboratory science courses.
- **History and Citizenship Skills—three units:** one unit must be American history and two additional units can be selected from the subjects of history, economics, geography, government, or non-western culture.
- **Additional Subjects—two units:** from any of the subjects previously listed, computer science, or world language.

¹If you have not completed the courses listed above in high school, you should do so before transferring to the University. With the exception

of U.S. history and U.S. government, completion of remedial or college-level coursework in any of the subject areas in which a deficiency exists will also satisfy this requirement. A remedial mathematics course must be the equivalent of high school Algebra II. Remedial or precollege-level courses cannot be used to fulfill degree requirements.

Performance Requirements for Admission of Transfer Students

Admission requirements for transfer students are subject to change annually by the University of Oklahoma with the approval of the Oklahoma State Regents for Higher Education. For the most current information on performance requirements for transfer admission, contact the Office of Admissions & Recruitment at (405) 325-2151 or 1 (800) 234-6868, or visit the Transfer Admission Requirements web page.

Transfer students with fewer than 24 semester hours attempted must meet performance requirements for first-time entering freshmen, as well as specified performance requirements on all transfer work attempted.

Transfer students who do not meet performance and/or curricular requirements are encouraged to contact the Office of Admissions & Recruitment for advice and counseling on alternative admission opportunities.

Application Deadlines

Your application **must be received** by the Office of Admissions & Recruitment by the dates below.

- **April 1** for a summer session
- **June 1** for a fall semester
- **November 1** for a spring semester

How to Apply

- To apply online, visit our Transfer Admissions web page.
- Submit an official final high school transcript and official transcripts from **each** college or university attended. **Students are not at liberty to disregard any part of their previous educational history when applying for admission.**
- Submit ACT or SAT scores if you have fewer than 24 semester hours of college work (optional).

When to Apply

Transfer students are encouraged to apply early in the semester prior to the term they wish to enter the University. Early admission allows students to maximize their opportunities for housing, financial aid, scholarships, and early enrollment. Admission decisions can often be made with the current term's grades outstanding.

Transcript Evaluation

Once an applicant has been admitted to the University, the Office of the Registrar performs an evaluation of any transfer credit. Students who are admitted with coursework in progress should submit a schedule of courses in progress, and arrange to have a final, official transcript sent to the Office of Admissions & Recruitment after completion of their last term. Once a complete and official transcript is received, the initial evaluation will be updated. Students will consult with an academic advisor at the time of enrollment to determine how their transfer work will apply toward a degree at the University of Oklahoma.

Transfer Equivalencies

To help in a student's educational planning, the Office of Admissions & Recruitment has developed a searchable transfer course database.

Courses that have an OU equivalent course numbers will transfer to the University and often can be applied toward a degree. In some cases, they may substitute for required courses; in others, they may transfer as elective credit. Please refer to OU's General Catalog for major-specific requirements by each college. How each course will apply toward an OU degree will be determined by the degree-recommending college within the University. Additionally, courses that carry fewer semester hours than their OU counterpart will generally substitute for the indicated OU courses, but students must make up the difference in credit hours before graduation.

Transfer Credit Regulation

The amount of credit granted to applicants for admission as transfer students depends upon the nature and quality of the applicant's previous work, evaluated according to the academic requirements of the University, and the following provisions:

- Transfer credit earned by students at institutions accredited by the HLC or the Oklahoma State Regents for Higher Education will be accepted for transfer at face value. Credits earned at institutions accredited by organizations other than the HLC and recognized by the U.S. Department of Education will be reviewed on a course-by-course basis and may be accepted for transfer if the course is determined to be substantially equivalent to a University of Oklahoma course or courses.
- Lower-division courses transferred to the University of Oklahoma will generally be used to meet lower-division degree requirements. In the event that a lower-division transfer course is used as a substitution for an upper-division requirement at the University, a student may be required to complete additional upper-division hours for graduation.
- A minimum of 60 semester hours must be earned in a senior college for a baccalaureate degree.
- Transfer students who enter the University with an Associate of Arts or an Associate of Science from an institution in the Oklahoma State System of Higher Education are considered to have met the lower-division (1000- and 2000-level) course requirements of the University's General Education core curriculum. However, these students are still required to complete any lower-division coursework that is required beyond the University's lower-division General Education course requirements, as well as the upper-division (including General Education) course requirements for a degree.
- The dean's office of each degree-recommending college has ultimate responsibility for determining how transfer credit will apply to a specific degree program. Since graduation requirements vary from college to college, a reevaluation of transfer credit is required if a student changes degree colleges.
- A transfer applicant under disciplinary probation or suspension will not be considered for admission until the terms of the probation or suspension have been met. **Students must meet appropriate application and credential deadlines for the term for which they are applying for readmission.**
- Grades for courses taken at foreign institutions are used in determining admissibility to the University. However, once a student is admitted, transfer grades are changed to neutral (S or U) grades which do not affect the grade point average. The only exception to this policy is for foreign institutions that hold accreditation through a United States regional accrediting association.

Graduate Admission

Admission to a graduate program at the University of Oklahoma is based on an evaluation of an applicant's overall record, experience, personal qualifications, and proposed area of study. Applicants who apply for graduate study at OU are applying for admission to the Graduate College and the graduate program in their proposed area of study. Inquiries related to graduate admission should be directed to the Office of Graduate Admissions, University of Oklahoma, 731 Elm Avenue, Room 318, Norman, OK 73019; phone: (405) 325-6765; FAX (405) 325-5345; email: gradadm@ou.edu; and website: ou.edu/gradcollege/admissions

Applications cannot be considered until all required materials have been submitted. Applications and supporting credentials are reviewed by the Office of Graduate Admissions, the graduate academic unit to which the applicant is seeking admission, and the Graduate College. The final decision on admission to the Graduate College is made by the graduate dean. To be eligible for enrollment, the student must have been admitted to the University and to the Graduate College before the registration period ends for any given semester.

The Office of Graduate Admissions has charge of all matters pertaining to general admission to the University. Admission and enrollment in the Graduate College are governed by the graduate dean. All admissions to the Graduate College require that the student hold a baccalaureate degree or equivalent from a regionally accredited college or university. Undergraduate applicants in their final semester at regionally accredited colleges and universities may apply for admission to the Graduate College. The Graduate College only accepts coursework and degree from regionally accredited institutions. Regionally accredited schools meet certain academic standards and are non-profit or state-owned. Schools with only a national accreditation are often technical, vocational, career, or religious-focused and are usually for profit. International colleges and universities must be recognized by the government-approved authority of education (i.e., Ministry of Education) in the country where the degree was earned.

If admitted, a student must register for courses at the University of Oklahoma for the term of admission to retain active status. The student is subject to the regulations applicable during their first term of enrollment so long as continuous enrollment is maintained.

Application for Graduate Admission

Prospective graduate students should apply online.

Required Application Materials

1. Transcript from last degree-conferring college or university¹
2. It is recommended that you submit transcripts for any graduate coursework completed
3. An application-processing fee must accompany the application of all students who seek admission or readmission to the University

¹If you are admitted, you must submit official transcripts from all degree-granting institutions.

Academic Unit Requirements

Most graduate academic units or programs require that supplemental application materials, such as letters of recommendation, goal statements, etc., be submitted along with the application for admission. Students should consult with the graduate academic unit to which they are seeking admission to verify admission requirements and credentials

needed. Although the Graduate College does not require the Graduate Record Examination (GRE) or any other standardized tests, many academic units do require the GRE or other standardized tests.

Deadlines

For graduate applicants within the United States, there are no formal admissions application deadlines.

International graduate applicants outside the United States are subject to application deadlines:

- Fall semester – April 1
- Spring semester – September 1
- Summer session – February 1

Most graduate academic units do have application deadlines, which are earlier than the dates listed. All applicants are strongly encouraged to contact the academic units to which they are seeking admission for the information regarding application deadlines.

Application deadlines can change between publications of this catalog. For the most current information on deadlines, go to Graduate Programs & Deadlines.

Graduate Assistantships

Many graduate academic units offer graduate assistantship opportunities. A graduate assistant is a student who serves in a support role while pursuing graduate study. Graduate assistants typically assist faculty with instructional responsibilities as teaching assistants or academic research responsibilities as research assistants. Graduate assistantships are awarded and governed by individual academic units and appointing departments. Prospective students should contact the academic unit to which they are seeking admission to obtain information about, and applications for, graduate assistantships.

Admission of University of Oklahoma Graduating Seniors

All seniors graduating from the University of Oklahoma who wish to apply for admission to a graduate program should apply online no later than the final semester of their senior year. Graduate Academic Unit application deadlines apply to graduating seniors. University of Oklahoma graduate seniors are not required to submit transcripts with their graduate applications since these applicants are current students at the University.

If admitted, the graduating senior must inform the Graduate College if they fail to complete any requirements for the baccalaureate degree. These degree requirements must be completed by the term of the student's admission to the Graduate College. If they are not completed in the proper time frame, the graduate admission will be canceled and the student must reapply to the Graduate College and graduate academic program to which they were previously admitted.

Admission as a Visitor

Graduate students who are currently admitted and in good standing in graduate degree programs at other regionally accredited institutions are welcome to take courses at the University of Oklahoma as a Graduate Visitor. In this status, a graduate student has all the rights and privileges of other graduate students except they are not pursuing a graduate degree at the University of Oklahoma. Should a Graduate Visitor decide to pursue a graduate degree here, they would be required to file another application and submit official copies of degree transcripts. To be

admitted as a Graduate Visitor, a prospective graduate student must submit the following information to the Office of Admissions:

- A completed application form and application-processing fee (apply online).
- A letter of good standing from the dean of the Graduate College of the student's home institution.

Readmission to the Graduate College

Graduate students must file an application for readmission if it has been more than one year since their last attendance at the University. Students who only enroll for summer terms (summer to summer students) do not need to reapply unless they graduate or break their continuous enrollment for a summer term.

Students who have attended another college or university since last attending the University must submit official transcripts from each institution attended to the University of Oklahoma's Office of Admissions & Recruitment. A student's eligibility for readmission will be determined after an evaluation of all transferred work is made. Readmitted students will be subject to the regulations in effect at the time of readmission.

English Proficiency

All new applicants to the Graduate College for whom English is a second language (including those holding permanent resident status) are required to present evidence of proficiency in the English language prior to admission. The intent of this policy is to ensure that students for whom English is not a native language have a reasonable chance to succeed academically based on their ability to comprehend and use spoken and written English. Graduate applicants may satisfy the English proficiency requirement in one of several ways which are stated on the English Proficiency Requirements web page.

Consult the OU Graduate College for further information concerning graduate admission, policies, and programs.

Credit for Prior Learning Assessment/Extra-Institutional Learning

The University of Oklahoma encourages capable students to seek college credit for knowledge they may have acquired in a variety of ways. Complete information on the ways students may establish credit for extra-institutional learning at the University of Oklahoma is found in Prior Learning Assessment Credits.

A student enrolled in and attending a course may earn credit in that course by prior learning assessment examination up to the end of the second week of class in a regular semester or the first week of a summer session. If a student earns credit in the course by examination, the student may drop the course enrollment with no fee assessment, provided the course is dropped within the specified free drop period for the term. Refunds will not be made for courses dropped after the defined free drop period.

The amount of prior learning assessment credit that may be applied toward a degree is subject to OU graduation requirements and the degree-recommending college in which a student will earn a degree. The dean of the degree-recommending college will determine how this credit applies toward a degree.

The neutral grade of satisfactory (S) will be assigned to all types of prior learning assessment credit authorized by the Oklahoma State Regents for Higher Education.

Should a student fail a prior learning assessment examination, no grade will be recorded. In addition, a student may not receive credit for a repeat of an exam previously failed. Students should consult the OU Admissions or the Center for Independent and Distance Learning to discuss other test options.

The regulations governing prior learning assessment credit mentioned above apply to all of the OU prior learning assessment options available.

Advanced standing examinations are under the general supervision of the University Registrar (and the chairperson of the department in the case of University departmental examinations).

The Academic Regulations Committee is responsible for hearing any appeals in hardship cases of students who do not meet the conditions and regulations governing advanced standing examinations.

Prior Learning Assessment credit may be earned through a variety of test options which include:

- **University of Oklahoma departmental prior learning assessment examinations**
The University of Oklahoma offers a number of departmental prior learning assessment examinations. Interested students should consult with an academic advisor during enrollment. All of the examinations are administered by the Center for Independent and Distance Learning (CIDL). For information about requirements and times at which examinations are offered, contact the Center of Independent and Distance Learning (CIDL) at 300 Kellogg Drive Room 140, Norman, OK 73072-6507, phone: (405) 325-1921 or (405) 325-1208, or visit their website: <https://pacs.ou.edu/testing-center/prior-learning-assessment/>.
- **The Advanced Placement Program (APP) offered by the College Entrance Examination Board (CEEB)**
This program allows high school students to take examinations for credit at the college level. High school counselors will assist students with testing arrangements.
- **The College Level Examination Program (CLEP) offered by the College Entrance Examination Board (CEEB)**
The University of Oklahoma is a CLEP testing center. The University awards credit for certain CLEP subject examinations. The University does not award credit for what were formerly the CLEP general examinations. Inquiries about OU's testing center should be addressed to the Center for Independent and Distance Learning, 300 Kellogg Drive Room 140, Norman, OK 73072-6507, phone: (405) 325-1921, or visit their website: pacs.ou.edu/testing-center/clep/.
- **Excelsior College Examinations**
The University of Oklahoma awards credit for a few Excelsior College Examinations.
- **International Baccalaureate**
Credit may be awarded to students who have taken higher-level courses in the International Baccalaureate Program and who have scored at least a four (on a seven-point scale) on the higher-level course examinations. Such credit is awarded on a course-by-course basis as recommended by the appropriate University of Oklahoma department.

Score reports for any of the prior learning assessment examinations listed above should be submitted to the Office of Admissions &

Recruitment, University of Oklahoma, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076.

Other Types of Prior Learning Assessment Credit

Students may establish prior learning assessment credit at the University of Oklahoma by a variety of avenues other than examination.

OU Military Service Credit

The University awards credit for educational experiences during military service according to the recommendations of the American Council on Education as published in the "Guide to the Evaluation of Military Experiences in the Armed Services." The policies governing the acceptance of credit awarded for military experience toward satisfying degree requirements vary among the degree-recommending colleges of the University. Students should contact their college academic advisement office for specific information on the applicability of this type of credit toward degree requirements. General questions concerning the evaluation of educational experiences in the armed services should be directed to the Office of Admissions.

The grade of S (satisfactory) is assigned to all credit awarded for military training.

Students with educational experiences in the military must submit the following military records to the Office of Admissions & Recruitment for review.

- **Army, Navy, Coast Guard, and Marine Corps:** Submit an official Joint Services Transcript. Students may request a Joint Services Transcript be sent electronically to the University.
- **Air Force personnel and veterans:** Request an official transcript from the Community College of the Air Force for work taken as an undergraduate, or from the Air University for work taken as a graduate student. Community College of the Air Force transcripts may be ordered by sending a request in writing to: CCAF/RRR, 130 West Maxwell Blvd, Maxwell AFB AL 36112-6613, (334) 953-2794 (DSN 493-2794). You may also visit www.airuniversity.af.edu/Barnes/CCAF/. Air University transcripts may be obtained by writing to the Registrar's Office, 50 South Turner Blvd., Maxwell AFB-Gunter Annex AL 36118-5643.
- **DANTES/USAFI:** Students may also request a transcript from DANTES (Defense Activity for Non-Traditional Education Support) or USAFI (United States Armed Forces Institute—tests taken prior to July 1, 1974). Many tests taken under the auspices of DANTES or USAFI carry American Council on Education credit recommendations recognized by the University. Official DANTES transcripts can be ordered from Thomson Prometric, P.O. Box 6604, Princeton, NJ 08541-6604, (877) 471-9860 (toll free). A transcript of USAFI courses or tests completed prior to July 1, 1974, may be obtained from Thomson Prometric, P.O. Box 6605, Princeton, NJ 08541-6605. Visit getcollegetcredit.com to learn more.
- **DANTES tests (DSSTs)** can also be taken by people who are not in the military. Visit getcollegetcredit.com to learn more.

Credit for Training Programs and Other Extra-Institutional Learning

The University awards credit for educational experiences provided by certain business, industrial, and governmental agencies. Credit is awarded on the basis of recommendations made by the American Council on Education in its publication "The National Guide to Educational Credit for Training Programs" and also by the publication "College Credit Recommendations: The Directory of the National Program

on Non-Collegiate Sponsored Instruction.” Students may present certificates of completion or a transcript from the ACE Registry of Credit Recommendations to the Office of Admissions for evaluation. The dean of the college in which a student will earn a degree at the University will determine how this credit applies toward the degree. For further information, students should contact the Office of Admissions & Recruitment, 1000 Asp Avenue, Room 127, Norman, OK 73019-4076, phone: (405) 325-2151.

Transfer of Advanced Standing Credit

Prior learning assessment credit posted on transcripts from institutions in the Oklahoma State System of Higher Education will transfer to the University subject to the same conditions as resident credit from these campuses.

Prior learning assessment credit posted on transcripts from all other institutions will be accepted by the University as long as the credit was earned through one of the advanced standing mechanisms approved by the Oklahoma State Regents for Higher Education. The dean of the college in which a student will earn a degree will determine how this credit applies toward the degree.

Enrollments at Other Institutions

Students must report any college or university work taken at other institutions while they are current students at the University of Oklahoma. Whether this work is taken while registered in classes at the University, during a summer session, or during a semester and/or summer session while students have “stopped out” of the University temporarily, students must submit an official transcript to the Office of Academic Records of all work undertaken. Failure to do so may result in suspension or permanent dismissal from the University.