

MICHIGAN STATE UNIVERSITY

February 3, 2011

MEMORANDUM

TO: Dr. Douglas Estry, Associate Provost for Undergraduate Education
and Dean of Undergraduate Studies

FROM: Dr. Linda O. Stanford, Associate Provost for Academic Services

RE: Request to Accept DANTES Subject Standardized Tests
For Transmittal to the University Committee on Academic Policy UCAP)

I request approval of the request to allow students to receive credit for the DANTES Subject Standardized Tests (DSST) prior to the student's first enrollment at Michigan State University.

If approved, the following statement will be included in the *Academic Programs* catalog, Undergraduate Education, Admission section.



Office of the Provost

Administration Building
East Lansing, MI
48824-1046

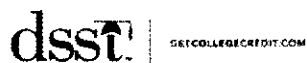
Fax: 517-355-9601
www.provost.msu.edu

DANTES Subject Standardized Tests

Prometric has examinations designed to assess competence usually attained by taking college-level courses. Individuals desiring recognition of DANTES Subject Standardized Tests (DSST) examinations for credit at Michigan State University must present an official DSST Transcript for all exams taken *prior* to matriculation at Michigan State University. No credit will be awarded for DSST examinations taken after the student's first enrollment at Michigan State University.

DSST equivalencies are available at <website to be developed>.

Office of the Registrar and Office of Admissions staff researched the topic and prepared the attached memorandum, "Recommendation for Reviewing and Awarding DSST Credit," dated January 28, 2011. Information regarding Prometric is also attached.


[Contact Us](#) [Home](#)
[Students & Adult Learners](#) [Academic Advisors](#) [School Officials & Faculty](#) [Homeschooled Students](#) [Test Centers](#) [Test Preparation](#) [Resources](#) [About DSST](#)
**TO TAKE A
FREE QUIZ**

If experience is the world's greatest teacher, then your experiences may well qualify you for college credit. The nationally recognized DSST Program allows you to receive college credits for learning acquired outside the traditional classroom perhaps from reading, on-the-job training, or independent study. DSSTs offer students a cost effective, time saving way to use their knowledge acquired outside of the classroom to accomplish their educational goals.

Currently, there are almost 2,000 colleges and universities that recognize the DSST program and award college credit for passing scores. Colleges, universities and corporations throughout the United States and in some other countries administer tests year-round.

There are over 38 test titles in the areas of Social Science, Business, Mathematics, Applied Technology, Humanities, and Physical Science.

The test fee to take a DSST is \$80. Administering institutions may charge a test administration fee according to their school policy.

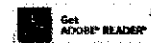
Before you take a DSST, consult with your advisor to be sure the test fits your curriculum.

News

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- [Locate an Institution](#)
- [Request Marketing Materials](#)
- [Download Exam Fact Sheets](#)
- [Download a Candidate Bulletin](#)
- [Download Technical Data Sheets](#)
- [Download a Transcript Order Form](#)

Documents available for download throughout this site are offered in PDF format.

If you do not already have Acrobat Reader installed on your computer, you may download it below.



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GETCOLLEGE CREDIT.COM



EXAM LIST

For complete descriptions, see the reverse side of this sheet or visit our website, GetCollegeCredit.com

Updated Exam *
New Exam *

Math

Fundamentals of College Algebra *

Principles of Statistics *

Social Sciences

Substance Abuse *

Criminal Justice *

Art of the Western World

Western Europe since 1945

Introduction to the Modern Middle East

Human/Cultural Geography

Rise and Fall of the Soviet Union

A History of the Vietnam War

The Civil War and Reconstruction

Foundations of Education

Life-Span Developmental Psychology

General Anthropology

Introduction to Law Enforcement

Fundamentals of Counseling

Humanities

Ethics in America *

Introduction to World Religions *

Principles of Public Speaking

Business

Introduction to Computing *

Personal Finance *

Management Information Systems *

Principles of Finance *

Principles of Financial Accounting

Human Resource Management

Organizational Behavior

Principles of Supervision *

Business Law II

Introduction to Business *

Money and Banking

Business Mathematics *

Business Ethics and Society *

Physical Science

Here's to Your Health *

Astronomy

Environment and Humanity

Principles of Physical Science I

Physical Geology

Technology

Technical Writing

Math

Updated Exam! **Fundamentals of College Algebra:** Solving quadratic inequalities, operations of functions, rational functions and exponential & logarithmic functions.

Updated Exam! **Principles of Statistics:** Principles and concepts underlying higher-order statistics, continuous & discrete distributions, use of predictive statistics using the linear model and confidence intervals.

Social Sciences

Updated Exam! **Substance Abuse:** Formerly "Drug and Alcohol Abuse." Substances such as anabolic steroids, over the counter medications, dependency/addiction, societal effects, screening, diagnosis and neurological factors.

Updated Exam! **Criminal Justice:** Criminal behavior, police, the court system, sentencing issues, adult prison systems and juvenile correction alternatives.

Art of the Western World: Deals with the history of art during various periods, e.g. Renaissance, Baroque and Realism.

Western Europe since 1945: Knowledge of basic facts related to the aftermath of World War II and rebuilding of Europe, national political systems, issues and policies in Western European societies.

Introduction to the Modern Middle East: 19th century European impact, 20th century Western influences, World Wars I & II, new nations, social and cultural changes (1900-1960) and the Middle East through the 20th century.

Human/Cultural Geography: Earth and basic facts (maps, physiography, atmosphere, soils and vegetation, water), culture and environment, settlement patterns, political geography and regional geography.

Rise and Fall of the Soviet Union: Russia under the old regime, the revolutionary period, new economic policy, pre-war Stalinism, Second World War, post-war Stalinism, Khrushchev years, Brezhnev era, and reform and collapse.

A History of the Vietnam War: The history of the roots of the Vietnam War.

The Civil War and Reconstruction: The Civil War from pre-secession (1861) through Reconstruction.

Foundations of Education: Contemporary issues in education, past and current; influences on education (philosophies, democratic ideals, social/economic influences), and the inter-relationships between contemporary issues and influences.

Life-Span Developmental Psychology: Ethical issues, biological development, perception, learning & memory, cognition & language; social, emotional, and personality development, social behaviors, family life cycle, adjustment to life stresses, bereavement and loss.

General Anthropology: Theoretical perspectives, physical anthropology, archaeology, social organization, economic organization, political organization, religion, and modernization & application of anthropology.

Introduction to Law Enforcement: Overview of the U.S. criminal justice system, police systems in the U.S., police organization, management & issues; and U.S. law and precedents.

Fundamentals of Counseling: Historical development, counselor roles & functions, the counseling relationship and theoretical approaches to counseling.

Humanities

Updated Exam! **Ethics in America:** Ethical traditions & analysis in various relationships, embryonic stem-cell research, euthanasia, affirmative action and capital punishment.

Updated Exam! **Introduction to World Religions:** Dimensions & approaches to religion, primal religions, Hinduism, Buddhism, Confucianism, Taoism, Judaism, Christianity, Islam, Shintoism, Hellenic & Roman Traditions and Scientology.

Principles of Public Speaking: Principles of public speaking, audience analysis, purposes of speeches, structure/organization, content/supporting materials, research, language & style, delivery, communication apprehension, listening & feedback, criticism & evaluation. Record an impromptu persuasive speech that will be scored.

Business

Updated Exam! **Introduction to Computing:** Hardware, software licensing & development tools, development life cycles, data management, connectivity, privacy concerns, intellectual property, telecommunications law, network etiquette, artificial intelligence and globalization.

Updated Exam! **Personal Finance:** Credit & debt, major purchases, taxes, insurance, investments and others.

Updated Exam! **Management Information Systems:** Telecommunications, network security, systems analysis and design, business decision making, knowledge management, data warehousing and data mining.

Updated Exam! **Principles of Finance:** Financial statements & planning, time value of money, working capital management, valuation and characteristics, capital budgeting, cost of capital, risk and return.

Principles of Financial Accounting: Accounting cycle and classification, transaction analysis, accruals and deferrals, cash and internal control, current accounts, long- & short-term liabilities, capital stock and financial statements.

Human Resource Management: Training & development, performance appraisals, compensation issues, security issues, personnel legislation and regulation, labor relations and current issues.

Organizational Behavior: Scientific approaches, research designs, data collection methods, individual processes & characteristics, interpersonal & group processes, organizational processes, change & development processes.

Updated Exam! **Principles of Supervision:** Management functions, planning, organization & staffing, directing at the supervisory level, legal issues, stress management, union environments, quality concerns.

Business Law II: Sales of goods, debtor & creditor relations, business organizations, property and commercial paper.

Updated Exam! **Introduction to Business:** Economic issues, international business, government & business, business ownership, small business, entrepreneurship, franchise, management process, HR management, production & operations, marketing management, financial management, risk management & insurance, management and information systems.

Money and Banking: Role & kinds of money, commercial banks & other financial intermediaries, central banking, Federal Reserve System, money & macroeconomics, U.S. monetary policy and the international monetary system.

Updated Exam! **Business Mathematics:** Integers, fractions, decimals, round numbers, ratios, averages, business graphs, simple interest, compound interest, annuities, net pay & deductions, discounts and markups, depreciation & net worth, corporate securities, distribution of ownership, stock and asset turnover.

New Exam! Business Ethics and Society: Business ethics, moral philosophies and business ethics, social responsibilities of a business, regulation of business, employer-employee relations, ethics of information, ethics in international business, corporations and stakeholders, ecology and global business, business and government.

Physical Science

Updated Exam! **Here's to Your Health:** Human development and relationships, fitness & nutrition, disease & prevention, consumer awareness, psychological disorders & addictive behaviors, intentional injuries and violence.

Astronomy: Celestial mechanics, celestial systems, astronomical instruments, the solar system, nature & evolution, the galaxy, the universe, determining astronomical distances, and life in the universe.

Environment and Humanity: Ecological concepts (ecosystems, global ecology, food chains and webs), environmental impacts, environmental management & conservation, and political processes and the future.

Principles of Physical Science I: Newton's Laws of Motion, energy & momentum, thermodynamics, wave and optics, electricity and magnetism, chemistry, properties of matter, atomic theory & structure and chemical reactions.

Physical Geology: Igneous, sedimentary, and metamorphic rocks, weathering, groundwater, glaciers, oceanic systems, deserts, winds, hydrologic cycle, internal Earth processes, mineral & energy resources and environmental geology.

Technology

Technical Writing: Theory & practice of technical writing, purpose, content, organizational patterns of common types of technical documents, elements of various technical reports and technical editing.



dsst™

GETCOLLEGE.CREDIT.COM

What Military Personnel Should Know About the DSST Credit by Exam Program:

- Passing a DSST exam shortens your path to a college degree by leveraging life experience to acquire credits.
- Passing a DSST exam is an efficient way to fulfill elective credits with 37 diverse titles offered in disciplines such as social and physical science, humanities and math.
- Preparing for a DSST exam reduces test anxiety. Study materials are available for all DSST exam titles on www.GetCollegeCredit.com and www.iStudySmart.com.
- Taking a DSST exam is possible by paper and pencil and through the internet. Military service members and test administrators alike find the internet based testing experience user-friendly.

For more information on the DSST program, please contact your Base Education Center.

It's Your Life

Get Credit... for what you already know.

Get Credit...
...for What You Already Know.

dssu | PROMETRIC

1501 South Clinton Street
Baltimore, Maryland 21224
www.prometric.com

410.625.3280 PHONE
410.625.9254 FAX

PROMETRIC

Welcome to DSST®.

Q: Did you know you can get academic credit for what you already know?

A: It's true, and it's a lot easier than you think.

With DSST, you can earn college credits – And everything you need to know is a result of your life experience.

College credits are available in 37 unique subjects. Disciplines include Business, Humanities, Mathematics, Physical Science, and more. From personal accounting to public speaking, from your health to law enforcement or ethics, there's a DSST subject you already know well.

Get the Credit You Deserve

Whether you're looking to start a new career or advance in your current job, a few more academic credits can make a big difference. And because you're on your way to a college degree, the extra credits you earn through DSST will free you up to focus your time and energy on the courses you want to take.

Combine DSST with Other Military Training and Experience

DSST is an effective method to provide your college with evidence of prior training and experience. In fact, the 37 exams funded by DANTES complement other credit by exam programs such as CLEP. Military training and experience will help you accelerate your path to degree completion while saving you the time and money it takes to sit through a full course. Please contact your base education center to learn more about the DSST program for service members. Please visit www.GetCollegeCredit.com to learn about transcript services and other benefits of the DSST Program.

DSST EXAM LIST

For complete descriptions, please visit www.GetCollegeCredit.com

* Updated 2/08/2009:
New Exam

Fundamentals of College Algebra *
Principles of Statistics *

Substance Abuse *
Criminal Justice *

Art of the Western World
Western Europe since 1945
Introduction to the Modern Middle East

Human/Cultural Geography
Rise and Fall of the Soviet Union
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Human Resource Management
Organizational Behavior
Principles of Supervision *
Business Law II
Introduction to Business *
Money and Banking
Business Mathematics *
Business Ethics & Society

Here's to Your Health *
Astronomy
Environment and Humanity
Principles of Physical Science I
Physical Geology

Technical Writing

DSST Is Here to Support You!
The original mission of DANTES included the directive to support the off-duty voluntary education programs of the Department of Defense. The exams were designed to provide a benefit to the military by allowing personnel to further their educational goals while in the service – whether they were deployed or located on a military base.

Today, the DSST program is provided on more than 600 military bases and on-campus National Test Center facilities world wide. Internet access to all of the DSST exams* makes it easier than ever for service members to gain valuable educational credentials while on active duty.

*except Public Speaking

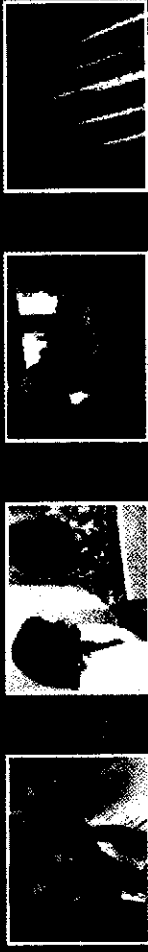
DANES Provides Service Members Funding

Effective 1 October 2006, DANES authorized up-front funding of DSST test fees for eligible military and civilian examinees at national test centers that administer the internet-based DSST tests. DANES continues to fund paper-based DSST testing at military installations world wide.

Summary

The internet-based and paper-based versions of the DSST exams are critical resources to the military...not only to the spread of education but to the thousands of military personnel who use them as a bridge to a post-military career. DSST exams continue to provide a reliable education option for the U.S. military that continues to raise the bar of support both during and after service.

Join the ranks of the thousands of military personnel who've experienced the power of DSST exams – and check out the exam list today!



ADMISSION

An undergraduate student at Michigan State University may choose a major field of study from among more than 150 programs. To earn a bachelor's degree, students must complete requirements prescribed by the university, their colleges, and their departments. Careful planning of electives and choice of selectives permit design of a program of study around the student's particular interests and abilities.

In recent years, many students entering the university as first-time freshmen have taken more than four years to complete the requirements for the bachelor's degree. This is a national trend in all universities and has many causes.

A list of the colleges, schools, and departments of instruction, the programs and areas of study, the degrees offered, and the course designations are shown in *The Academic Program* section of this catalog. Some instructional units do not have programs which lead to degrees for undergraduates, but offer courses, e.g., Aerospace Studies, Large Animal Clinical Sciences, Military Science, and Pharmacology and Toxicology.

Information relating to enrollment, payment of fees, credits, changes in enrollment, the grading system, facilities, and other general information is given in the *General Information, Policies, Procedures and Regulations* section of this catalog.

Student Computer Policy

All undergraduate students at Michigan State University are required to have a computer that can connect to the Internet using a high speed connection.

All students should check with their prospective major college and department to determine if their program has specific computer requirements for their academic programs. Some programs require all of their students to have a laptop computer. Others strongly recommend using particular computer operating systems.

If there are no specific computer requirements for the student's program of study, then the computer may be either a desktop or a laptop. The student's computer may be any brand running any operating system. Students will want to be sure the computer will run the applications software, e.g. office applications, they will use for their courses. The computer must be able to connect directly to Michigan State University's campus network and the Internet using a high-speed Ethernet connection. Handheld devices, such as Web-enabled personal digital assistants or cell phones, do not meet this requirement.

If a laptop computer is chosen, students should consider having a machine that is equipped not only with an Ethernet card, but also with a wireless card to communicate wirelessly with the Michigan State University network. The Michigan State University wireless network supports all current wireless communication protocols (i.e. 802.11a, b, g, and n).

It is crucially important that all computers be equipped with virus protection and firewall software, and that the software be installed and running prior to connecting a computer to the Michigan State University network.

Some course sections may be taught with the expectation that students use laptop computers in class. For each section, this is noted in the Schedule of Courses. Therefore, a laptop may provide expanded instructional opportunities for students.

Costs related to this requirement will be included in the calculation of financial aid eligibility for need-based aid or federal or private loans.

For the latest information on Michigan State University computing services, hardware and software, visit: www.computing.msu.edu.

UNDERGRADUATE ADMISSION TO THE UNIVERSITY

Admission Application Deadlines

Regular Applicants. The application deadline for undergraduate applications is normally 30 days before the beginning of the semester; however, the deadline is subject to earlier closing without notice especially for fall semester. In recent years, the number of qualified freshman applicants has exceeded available spaces. Those persons who qualify for admission after having completed the eleventh grade fill the freshman class initially. For fullest consideration, apply as early as possible during the senior year of high school.

If a person submits an application for admission to an undergraduate program at Michigan State University for a specific semester, and is accepted but does not enroll for that semester, the application may be reactivated within a period of one year subject to the deadline for filing applications for admission and a new application review will be conducted. If, after one year, the person still has not enrolled at Michigan State, a new application for admission must be submitted.

Application Procedure for High School Seniors

Admission to Michigan State University is open to all candidates on the basis of academic preparation and ability, and the availability of space in the desired academic program, and without regard to race, color, gender, gender identity, religion, national origin, political persuasion, sexual orientation, gender identity, marital status, disability, height, weight, veteran status, age, or (in the case of U.S. citizens) financial need.

If you are a high school senior applying for entrance as a freshman, you should either:

1. Apply on the Web at www.admissions.msu.edu.
 - a. Complete the online application including your personal statement. The application fee is required at the time you submit the online application. Payment must be made using Visa, MasterCard, Discover, or American Express, or by online check. Refer to *Costs* in the *General Information, Policies, Procedures and Regulations* section of this catalog. Application fee waivers are available online or from your high school for eligible students. International applicants are not eligible for application fee waivers.
 - b. Print a copy of the High School Counselor Form and give it to your counselor, principal, or headmaster so the remainder of your application may be completed and submitted by the school.
 - c. Have your ACT or SAT scores sent to Michigan State University by the testing agency. The ACT code is 2032; the SAT code is 1465. You are required to submit the writing portion of either examination.

Application Procedure for Transfer Students

If you have had some college-level work after high school graduation and are applying as a transfer student, you should:

1. Apply on the Web at www.admissions.msu.edu.
 - a. Complete the online application including your personal statement. Include courses currently being taken. The application fee is required at the time you submit the online application. Payment must be made using Visa, MasterCard, Discover, or American Express, or by using an online check. Refer to *Costs* in the *General Information, Policies, Procedures and Regulations* section of

this catalog. Application fee waivers are available online for eligible students. International applicants are not eligible for application fee waivers.

- b. Request transcripts from all post-secondary institutions that you have attended and have them sent directly to the Office of Admissions.

FRESHMAN ADMISSION

A high school student planning to apply as a freshman should submit an application as soon as possible at the beginning of the senior year. There are many advantages to applying early. For example, some programs are filled on a first-admitted basis. Students interested in being considered for merit scholarships should apply by November 1, and all students are strongly encouraged to apply by January 1. Students should apply using the online application available at www.admissions.msu.edu. Freshman applicants are also required to submit a personal statement, official ACT or SAT scores, and an official high school transcript.

The university seeks to admit students who provide evidence of intellectual performance, good character, and potential, which will permit them to profit from programs of the academic rigor of those offered by Michigan State University. The admission decision takes into account all available academic data, including grades, test scores, caliber of high school program and principal and counselor comments. The university may consider non-academic factors in its admission decisions, including information it receives on an applicant's leadership qualities, exceptional talents, conduct and citizenship record. Typically, the most important element in the admissions process is high school academic achievement. Each application receives individual attention. Applicants who are clearly admissible will be granted admission pending confirmation of satisfactory status with regard to final grades and other admission criteria.

Priority is given to applicants who have strong high school records supported by comparable test scores. The chief academic officer of the university has authority to grant waivers of usual entrance requirements.

Admission to the university is conditioned upon the applicant providing accurate and current admissions information and upon the applicant updating such data if circumstances arise that make the previously provided information inaccurate, misleading or incomplete in an important way. Submission of an application authorizes the university to investigate the accuracy of statements made and data provided by the applicant and those who submit materials or information on behalf of the applicant. Falsifications, misrepresentations or omissions in application answers or supporting data may constitute grounds to deny or revoke admission to the university. Admission to the university may be denied or revoked if the university learns that an individual has engaged in conduct that indicates to the university that the individual is not ready to be a responsible member of the university community.

The university encourages all applicants to visit the East Lansing campus. Admissions presentations and campus tours are available Monday-Friday throughout the year and on most Saturdays during the academic year. There is no charge, but pre-registration is required. For more information, please visit www.admissions.msu.edu/visitcampus.

Examinations

Michigan State University requires scores from either the ACT or the SAT for every freshman applicant. Freshman applicants are required to take the writing portion of either the ACT or the SAT. SAT II exams are not required by Michigan State University.

Scores should be sent to MSU directly from the testing agency. MSU's ACT code is 2032; MSU's SAT code is 1465. Information on the ACT is available at www.act.org and on the SAT at www.collegeboard.com.

High School Requirements

Entrance Requirements: Michigan State University continues to support a multifaceted approach to admissions where factors such as grades, test scores, talent and experience are considered along with a critical component of specific course requirements. MSU recognizes that there will be students who have potential for academic success at Michigan State University, but who have not precisely met the high school course requirements, e.g., high-achieving students, students whose high schools do not offer all of the appropriate courses, non-traditional students, and international students. The absence of any particular component of high school course work should not be an insurmountable barrier to admission. Michigan State University urges all interested individuals to apply for admission.

High School Curricular Requirements: Michigan State University recognizes that adequate preparation for collegiate level programs demands comprehensive work in the academic subject matter areas and substantial training in writing. High school course work requirements provide the foundation on which university work is built by providing basic competencies in the following areas.

English: Four (4) years of college preparatory composition and literature courses. The ability to comprehend what is being read and to read critically is fundamental for success in college. A student must come to college with the basic ability to acknowledge assumptions, to identify intentions, to recognize the various forms of literary expressions, and to understand and react to the author's message. It is expected that a high school student is familiar with a wide range of literature representing all literary forms and drawn from a variety of cultures.

Clarity of expression is also important. College programs typically require the ability to organize, present and evaluate information and concepts in written form. A student must be able to use the conventions of written English to convey ideas in an effective and efficient manner. The successful student will be able to write analytically and critically, to construct arguments, and to see relationships between content and form, while reorganizing, revising, and refining to achieve a logical sequence of ideas leading to a conclusion.

Mathematics: Three (3) years of college preparatory mathematics, including two years of algebra and one year of geometry. College bound students must understand the language, notation and deductive nature of mathematics and be able to express quantitative ideas with precision. They must have skill in such basics as the solution of equations and inequalities, and the simplification of algebraic expressions. Students who take less than four years of mathematics in high school, or who do not take mathematics in their senior year, often find it necessary to make up a deficiency prior to beginning work in their major area of concentration. Students are strongly advised to pursue mathematics courses beyond the three-year minimum required for admission. In particular, it is recommended that a calculus preparatory course be included.

Biological and Physical Sciences. Two (2) years of college preparatory science courses from the areas of biology, chemistry, physics, and earth science. As science and technology become increasingly important in everyday life, college bound students, in particular, need an understanding of fundamental scientific concepts. They must know enough about laboratory and field work to ask appropriate scientific questions and to recognize experimental approaches to the solution of such questions. They should understand in some depth scientific concepts and should have some experience in laboratory methods. Additional science courses are highly recommended, particularly if a student is considering a scientific or technical field of study.

History and the Social Sciences: Three (3) years of college preparatory work in history and the social sciences with at least one year of history and one year of social sciences (from such areas as anthropology, economics, geography, government, political science, psychology or sociology). Through their study of history, college-bound high school students should be able to recognize historical trends and relationships. Students should understand the interactions among peoples of different civilizations, races, and cultures, and know the chronology of major historical events or periods and social movements. It is equally important to understand the underlying political, economic, social, or psychological forces that shape those events. Students should have basic factual knowledge of major social, political and economic institutions within their historical context, as well as introductory knowledge of the content and concepts of the social sciences. A course which shows how the scientific method can be utilized in the social sciences to examine major issues and to address problems will be particularly useful.

Foreign Languages: Two years of college preparatory work in a single foreign language. Students intending to major in areas that require foreign language are encouraged to complete additional work.

Additional Recommended Course Work: The courses noted above constitute minimum preparation for degree programs in the university. To enhance your application for admission and further prepare for academic success at Michigan State University, a minimum of five additional academic college preparatory courses is recommended.

Advanced Payments and Deposits

Refer to *Costs in the General Information, Policies, Procedures and Regulations* section of this catalog for information.

College Achievement Admission Program

The College Achievement Admission Program (CAAP) is an admissions procedure for students who have academic potential but who, because of their economic, cultural, or educational background or environment, would be unable to realize that potential without special supportive services. Michigan State University makes special services available to those needing academic support including first-generation, income-eligible students through the Office of Supportive Services described below.

Students admitted to the university under the College Achievement Admission Program should commit themselves to actively participate in the UGS 101 Freshman Seminar and attending three academic advising sessions per semester during their freshman year. CAAP students are encouraged to seek various campus and community resources which will enhance their educational advancement opportunities.

Office of Supportive Services

The Office of Supportive Services (OSS), located in Room 209 Bessey Hall, is an academic support unit specifically designed for College Achievement Admission Program (CAAP) students and other MSU students, who, for various reasons, have not had sufficient opportunities to prepare for the rigorous demands of higher education.

OSS assists students in developing their abilities and skills and in planning realistic objectives and goals. Special services designed to facilitate the development of coping and self-management skills in students are available. OSS services include academic advising, tutorial assistance, skill enrichment workshops, social counseling, career exploration, peer counseling, graduate study planning, and orientation programs.

Students are encouraged to utilize the intensive services regularly until they have established satisfactory academic progress and have made the necessary adjustments to the rigorous demands of the University.

Opportunities for High-Achieving Students

Michigan State University recognizes the educational value of a number of pre-matriculation programs by granting academic credit, waiving requirements, and/or placing students in advanced courses. Please refer to the listed online guides for current information. Other special opportunities for high-achieving students are described in the *Scholastic Honors* section.

Advanced Placement Program

Credit or advanced standing may be granted to students who have earned specific scores on College Board Advanced Placement (AP) Examinations.

Equivalencies for waivers or Michigan State University course credit are available at www.admissions.msu.edu/documents/MSU_AP_Equivalencies.pdf. Students must have their AP scores sent directly to the Office of Admissions.

Students who wish to request removal of Advanced Placement credit from their academic record, need to submit their request to their adviser before the end of the first term of enrollment. After the first term of enrollment, the associate dean of the student's college will review each case, including its accordance with federal financial aid policy, and may recommend the addition or the removal of Advanced Placement credit by submitting a request to the Office of the Registrar.

College-Level Examination Program

The College Board has examinations designed to assess competence usually attained by taking beginning college-level courses. Individuals desiring recognition of CLEP examinations for credit at Michigan State University must present official CLEP Examination reports for all exams taken *prior* to matriculation at Michigan State University. No credit will be awarded for CLEP examinations taken after the student's first enrollment at Michigan State University.

CLEP equivalencies are available at www.admissions.msu.edu/documents/MSU_CLEP_Equivalencies.pdf.

Insert ①

International Baccalaureate Program

Michigan State University accepts the results of the International Baccalaureate Examinations for placement and course credit.

International Baccalaureate (IB) equivalencies are available at www.admissions.msu.edu/documents/MSU_IB_Equivalencies.pdf.

DANTES Subject Standardized Tests

Prometric has examinations designed to assess competence usually attained by taking college-level courses. Individuals desiring recognition of DANTES Subject Standardized Tests (DSST) examinations for credit at Michigan State University must present an official DSST Transcript for all exams taken *prior* to matriculation at Michigan State University. No credit will be awarded for DSST examinations taken after the student's first enrollment at Michigan State University.

DSST equivalencies are available at <website to be developed>.

Opportunities for High-Achieving High School Students

Michigan State University offers programs during the academic year and the summer for high-achieving high school students to take courses at Michigan State University and earn college credit while pursuing their high school programs. Credits earned in the High Achieving High School status may be applied to a Michigan State University undergraduate degree. For additional information on course applicability see the *Dual Enrollment by High School Students* section of this catalog. Details and admissions requirements for High Achieving High School programs are available at www.gifted.msu.edu.

A student must complete the Application for Admission for High Achieving High School Student, submit the high school transcript, and be recommended by the high school counselor or principal. Permission to enroll under the High-Achieving High School Students enrollment status is determined by the following criteria: (a) courses in which enrollment is desired represent advanced study for that student at a level not offered by the high school and are approved by the high school counselor/principal and representative of Michigan State University's Honors College as compatible with that student's academic program and qualifications. Performance in these courses will be monitored as a condition of continued high-achiever status; and (b) enrollment of a student as a high achiever does not assure regular admission to Michigan State University upon completion of high school graduation requirements.

Students who enroll in a course are charged lifelong education course fees and receive Michigan State University credit for each course successfully completed. Students who enroll in courses in the semester immediately preceding matriculation as a degree candidate will be charged regular undergraduate tuition and fees for those courses. Students are subject to all university rules and regulations which apply to regularly enrolled students. Coordination of high school class schedules with enrollment at Michigan State University, transportation arrangements to and from the university, and parental approval for participation are the responsibility of the student and the high school.

Students enrolled under the High-Achieving High School Students enrollment status who wish to be admitted as undergraduate candidates must make regular application for their desired degree programs with the Office of Admissions in accordance with established application deadlines. Application information may be found at www.admissions.msu.edu.

Dual Enrollment by High School Students

High school students who dually enroll for courses at accredited institutions of higher education may receive credit for work taken at these institutions in courses which have been recognized for transfer to Michigan State University according to the following principles. In reviewing transcripts for purposes of assigning transfer credit in cases involving dual enrollment, the Office of Admissions will examine transcripts for completion of courses and units specified in the *High School Requirements* section of this catalog. Courses beyond these basic expectations, and which are transferable, will be considered for credit. Records documenting demonstrably advanced work resulting from advanced beginning levels will receive due consideration. Mathematics courses for high school completion should extend through the level of a calculus preparatory class.

Courses from external institutions of higher education must be offered in sections taught by college faculty and with regular college-level students to be considered for transfer credit. Performance must be documented with course title and grade on an official college transcript from the institution. No individual courses with grades below 2.0 taken under dual enrollment are el-

eligible for transfer. To qualify for application to university-level requirements, courses must be defined as direct equivalents of the MSU courses. Students may check Michigan State University course equivalencies on Transfer MSU at www.transfer.msu.edu.

Students may pursue the Advanced Placement (AP) option if they wish to secure credit for dual enrollment courses that are applied to high school graduation requirements. Most disciplines require AP test scores of 4 or 5 for the award of credit. Students may also take available placement tests to determine advanced college course placements.

TRANSFER STUDENT ADMISSION

A transfer student is a student who has attended any post-secondary institution after high school graduation, with the exception of the summer immediately following high school graduation.

Admission to the university is conditioned upon the applicant providing accurate and current admissions information, and upon the applicant updating such data if circumstances arise that make the previously provided information inaccurate, misleading or incomplete in an important way. Submission of an application authorizes the university to investigate the accuracy of statements made and data provided by the applicant and those who submit materials or information on behalf of the applicant. Falsifications, misrepresentations or omissions in application answers or supporting data may constitute grounds to deny or revoke admission to the university. Admission to the university may be denied or revoked if the university learns that an individual has engaged in conduct that indicates to the university that the individual is not ready to be a responsible member of the university community.

Transfer applicants must provide official transcripts from all higher education institutions attended. Applicants who have accumulated less than 28 transferable credits must also submit an official high school transcript and standardized test scores. Acceptance is determined by the applicant's previous academic record and his or her proposed program. All transfer applicants should demonstrate consistent high-quality academic performance. An international student must present an academic record equal to a minimum cumulative grade-point average of "B" (3.0) or better. The chief academic officer of the university has authority to grant waivers of usual entrance requirements.

Students admitted from institutions whose entrance requirements, programs, and grading systems are equivalent to those of Michigan State University may receive full credit for their past work. See *Credits* in the *Undergraduate Education* section of this catalog. Students must take such courses in their programs that have not been covered by equivalent work. Only grades of 2.0 and above are eligible for transfer credit. Credits in which grades were earned of any designation less than "C" (2.0), such as C minus (less than 2.0), are *not* acceptable in transfer. Grades that are less than 2.0 are *not* accepted in transfer to Michigan State University regardless of a student's overall GPA.

The maximum number of credits from a two-year institution which may be accepted for transfer is 60 semester credits. All courses from two-year institutions will be evaluated, but no credits will be accepted beyond the 60-credit limit. The university strongly urges students to complete courses that satisfy the Integrative Studies, Mathematics, and Tier I writing requirements and prerequisites to courses in the major at least one full semester before the desired term of enrollment.

Selected correspondence and extension work up to 30 credits may be applied toward a Michigan State University degree, provided the credit is earned at an institution recognized by Michigan State University. The university will grant credit for certain college-level U.S. Armed Forces Institute courses which are recom-

mended by the American Council on Education. Credits are not granted for achievement on the General Educational Development tests.

Transfer credits accepted from another institution are included on the Michigan State University transcript as part of the student's total credit hours earned. Only course work completed at this University, including Michigan State University Study Abroad Programs or Michigan State University Co-Sponsored Study Abroad Programs, is included in the Michigan State University grade-point average and appears on the Michigan State University transcript. To be eligible for graduation with honor, transfer students must earn a minimum of 50 semester credits at Michigan State University. To be listed in the commencement program, the 50 credits must be earned by the end of the semester prior to graduation.

Students intending to transfer to Michigan State University may consult the transfer equivalency database (Transfer MSU) for their institution at www.transfer.msu.edu.

Credits

Courses at Michigan State University are given on a "semester" basis, and credits earned are semester credits. To convert semester credits to the "term" or "quarter" systems employed in certain other institutions, multiply by 3/2. To convert quarter credits to semester credits, multiply by 2/3.

Integrative Studies, Mathematics, and Writing Requirements

Transfer students are expected to meet Michigan State University's Integrative Studies, Mathematics, and Tier I Writing requirements which are similar but not identical to general education requirements at other institutions, either by completing appropriate Michigan State University courses or by transferring courses and credits which are evaluated as acceptable equivalents for Michigan State University courses. Michigan State University is a consenting institution of the Michigan Association of Collegiate Registrars and Admissions Officers (MACRAO) general education agreement. Students transferring after earning an appropriate associate degree from one of the consenting MACRAO public junior or community colleges in Michigan will have their courses evaluated to determine if these courses have met any specific Integrative Studies, Mathematics, or Tier I Writing requirements for a degree at Michigan State University.

Students anticipating transferring to MSU should contact their academic advisor and consult the Office of Admissions Web site at www.admissions.msu.edu/transfer.asp, during the early stage of their academic work.

Evaluation of Credits for Transfer Students for Michigan State University Integrative Studies, Mathematics, and Tier I Writing Courses

Information on courses that will fulfill Michigan State University General Education requirements is found on the Office of Admissions Transfer Guide Web site at www.admissions.msu.edu/transferguide.

Courses from accredited colleges considered as acceptable equivalents that may be used by transfer students for Michigan State University Integrative Studies, Mathematics, and Tier I Writing courses include:

1. **Tier I Writing**, (4 credits)
May be satisfied by completion of the English composition requirement at another institution.
2. **Integrative Studies in Biological and Physical Sciences**, (8 credits)

May be satisfied by completion of a combination of one biological science and one physical science course, and 2 credits of equivalent laboratory course work.

A number of science-based programs require alternate tracks with specified disciplinary courses. Consult requirements for the major or contact the Office of Admissions.

3. **Integrative Studies in Social, Behavioral, and Economic Sciences**, (8 credits)

May be satisfied by completion of:

200 level: One Integrative Studies in Social Science (ISS) course numbered 200 to 299. Students matriculating at Michigan State University for the first time have additional options within the Social, Behavioral, and Economic Sciences to satisfy this requirement. Visit www.admissions.msu.edu/admission/transfer_integrativestudies.asp or contact an academic advisor for additional information.

300 level: Interdisciplinary social science courses from four-year institutions may be transferable. Community college transfers must complete this requirement through Michigan State University.

4. **Integrative Studies in Arts and Humanities**, (8 credits)

1st Integrative Studies in Arts and Humanities course: May be satisfied by a completion of one IAH course numbered below 211 or equivalent plus completion of one year of English composition. Completion of this requirement also fulfills the Tier I writing requirement referenced in item 1. above.

2nd Integrative Studies in Arts and Humanities course: One additional IAH course numbered 211 or higher. Students matriculating at Michigan State University for the first time have additional options within the Arts and Humanities to satisfy this requirement. Visit www.admissions.msu.edu/admission/transfer_integrativestudies.asp or contact an academic advisor for additional information.

5. **Mathematics** (3-5 credits)

May be satisfied by: completion of college algebra and finite mathematics, or college algebra and trigonometry, or precalculus, or calculus, or Statistics 200 equivalent. Mathematics requirements for certain majors are more extensive than the university requirement. Consult requirements for the major or contact the Office of Admissions for more information.

INTERNATIONAL STUDENT ADMISSION

Michigan State University is authorized under immigration regulations to enroll nonimmigrant students and welcomes applications from such persons. An international student is defined as a person holding a nonimmigrant visa.

Prospective students are encouraged to begin the application process at least one year prior to the anticipated semester of enrollment. Michigan State University encourages prospective students to use the online application available at www.admissions.msu.edu. Paper applications are available upon request from the Office of Admissions, 250 Administration Building. When admitted, MSU will mail an official letter of admission along with an I-20 Form to the student. All international students are required to present the I-20 Form when applying for an F-1 Student Visa and again at the port-of-entry into the United States. Students applying for a J-1 Exchange Visitor Visa will need to present a DS-2019 Form. This form is available from the organization/program sponsoring the student, or from the Office of International Students and Scholars at Michigan State University. Applicants enrolled at another U.S. institution with an F-1 Student Visa must be released from SEVIS by their current institution before MSU can issue a new I-20 Form. Details are avail-

able at www.admissions.msu.edu/admission/international_immigration.asp

Students from abroad, educated in academic systems whose requirements are comparable to 12 years in an elementary and secondary college preparatory education program in the United States, may apply for admission. An applicant's academic record should be equal to a cumulative grade-point average of "B" (3.0) or better earned at an American secondary school. Individual colleges and departments may require a higher grade-point average.

Admission consideration is based on academic subjects only; technical-vocational subjects are not considered. The chief academic officer of the University has authority to grant waivers of usual entrance requirements.

Official copies of all marked sheets, transcripts, diplomas and certificates from high schools and ALL other academic institutions must accompany the application. These records must show courses taken and grades earned, and must be translated into English if the original records are in another language. If a translation is supplied, it should be certified as accurate and correct by an appropriate public or school official, or sponsoring agency or government. The original record should also be included.

All International applicants are required to submit adequate evidence of financial support to cover the cost of attendance for at least one full year of study at Michigan State University before the Certificate of Acceptance to the University will be mailed. Students, however, must consider that financial resources will be needed for the entire four- to five-year period required to complete an undergraduate program. PLEASE NOTE: No need-based financial aid is available for international undergraduate students.

Students who enter the United States with an I-20 Form from another institution should be aware that they must enroll at that school before they are eligible to transfer to Michigan State University. Such transfers require both formal admission to Michigan State University and notification to the U.S. Department of Homeland Security. Only students intending to enroll at MSU should enter the United States with the I-20 Form issued by MSU. Additional up-to-date information concerning immigration guidelines can be found at www.oiss.msu.edu.

Opportunities for High-Achieving International Students

Michigan State University recognizes the educational value of certain pre-matriculation programs by granting academic credit, waiving requirements, and/or placing students in advanced courses. Such programs include the Form VI (A-level work) and those described in the *Freshman Admission* section of this catalog.

Information on A-level equivalences is available at www.admissions.msu.edu/admission/freshmen_AP-IB-CLEP.asp. The SAT or ACT examinations are not required for international students, but are highly recommended. To receive an invitation to and be eligible for merit-based scholarships from the Michigan State University Honors College, SAT or ACT scores are required.

English Language Proficiency Requirement

All international undergraduate applicants whose first language is not English must demonstrate English language proficiency. Michigan State University offers provisional admission to applicants who meet the academic and financial requirements, but whose English language proficiency does not meet the levels for regular admission. Provisionally admitted students must take an English Language Center placement test upon arrival at MSU to assess their need for additional language instruction at the English Language Center, and to correct their deficiency within one calendar year. English Language courses taught through the English Language Center will likely delay the start of a student's academic program.

Minimum Requirement for Regular Admission

All international applicants are required to be proficient in English as a condition for regular admission to MSU. Applicants will be required to demonstrate their proficiency by meeting certain minimum standards on any *one* of the following tests:

1. **Test of English as a Foreign Language (TOEFL).** A total score of 550 (paper version), 79 (Internet version) or above with no subscores below 52 (paper version) or 17 (Internet version) is required. Visit www.ets.org/toefl for details.
2. **International English Language Testing System (IELTS)** A score of 6.5 or higher. Visit www.ielts.org for details.
3. **Michigan English Language Assessment Battery (MELAB).** An average score of 80 or higher is required. The MELAB exam is given on the campus of Michigan State University at the Testing Center (phone: 517-355-8385).
4. **Michigan State University English Language Test (MSUELT).** An average score of at least 80 with no subscores below 80, or an average score above 85 with no subscores below 78, is required. The MSUELT is given on the campus of Michigan State University at the English Language Center.
5. **Advanced Placement English Language (APIEL)** A score of 4 or higher. Visit www.apcentral.collegeboard.com for details.
6. **SAT Verbal.** A score of 480 or higher. Visit www.collegeboard.com for details.

Additional information is available at www.elc.msu.edu.

Minimum Scores for Provisional Admission

International applicants who have acceptable academic credentials may be admitted to Michigan State University on a provisional basis with scores between 450 and 549 (paper version), 133 and 212 (computer version) or 45-78 (internet version) on the TOEFL; or between 60 and 79 on the MSUELT.

Provisionally admitted students may take classes at the English Language Center, and restrictions are placed on the number of academic courses that they may take. Any international student admitted provisionally because of an English language deficiency must correct the deficiency within one calendar year in order to remain enrolled.

Required English Language Center Attendance

As the language requirement is a university policy, a decision by the English Language Center (ELC) for a student to enroll in its program is binding and is not negotiable by the student. Students who are required to attend ELC classes are obligated to show good class attendance and make an earnest effort to remove the language deficiency as soon as possible. The ELC program must be satisfactorily completed before regular admission status may be granted.

See *Costs in the General Information, Policies, Procedures and Regulations* section and the *English Language Center* in the *College of Arts and Letters* section of *Academic Programs* for additional information.

International Student Accident and Health Insurance

International students are required to have health and accident insurance. Students are required to purchase the Michigan State University Student Accident and Health Insurance Plan unless they have evidence of alternative insurance equal in benefits and provisions to the Michigan State University plan. Fees for the student's insurance are included with the bill for tuition and fees during registration. Waivers to allow purchase of alternative plans must be approved by the Benefits Office, 140 Nisbet Building.

Orientation

All international undergraduate students are required to register online for the Academic Orientation Program at www.admissions.msu.edu/aop.asp. The Academic Orientation Program will introduce new international students to the services available to undergraduate students and provide academic advising. Academic advising includes the selection of courses, preparation of a class schedule, and registration in classes. Information on orientation, instructions for arrival on campus and tentative orientation schedule is available at www.oiss.msu.edu/students_orientation.php.

READMISSION PROCEDURE

Any undergraduate student whose enrollment at this university is interrupted for any reason so that he or she has not been enrolled for three consecutive semesters, including the Summer Sessions, who was recessed or dismissed from the university, who was not allowed to continue in his or her major, or who has completed prior courses of study, should submit a readmission application to the Office of the Registrar via the Web at www.reg.msu.edu at least one month prior to the beginning of the semester in which the student intends to resume studies.

Students applying for readmission after academic recess or dismissal should refer to the section on *Readmission After Academic Recess or Dismissal*.

TRANSFER CREDIT BEYOND SOPHOMORE STANDING

Students who have matriculated at Michigan State University and have achieved junior standing (56 semester credits) may not earn credits from two-year institutions.

Students who have matriculated at Michigan State University and have not yet achieved junior standing (56 semester credits) may earn credits from two-year institutions, up to the 56-semester credit limit.