



UNDERGRADUATE APPLICATIONS

**Admissions
Scholarships & Awards
Dual Credit Student Application for Admission
Non-Degree Seeking
On-Campus Housing**



**Minot State
UNIVERSITY**

Be seen. Be heard.

Thank you for your interest in Minot State University.

The enclosed applications and procedures will allow you to apply for:

- *Admission*
- *On-Campus Housing*
- *Scholarships and Awards*

Minot State University encourages you to:

Apply for Admission

Submit the information from pages 5-8. You will be notified of admission status within two–four weeks after you apply.

Apply for On-Campus Housing

Submit the information from page 9. You will be notified of your housing accommodations within two–four weeks after you apply.

Apply for Financial Aid

Submit the Free Application for Federal Student Aid (FAFSA). See pages 14 and 15 for financial aid information. Official Award notices will be sent via MSU campus email accounts beginning in May.

Apply for MSU Scholarships and Awards Program

Submit the Scholarship and Awards Program Application on page 13. The deadline for scholarship awards consideration is February 15.

Attend Orientation & Register for Classes

You will be notified by mail of the time, date, and place for your CONNECT session.

Materials and deadlines are subject to change without notice.

If you have questions or concerns about the admissions process, please call us at 1-800-777-0750, ext. 3350 or 701-858-3350.



Minot State University subscribes to the principles and laws of the state of North Dakota and the federal government pertaining to civil rights and equal opportunity, including Title IX of the 1972 Educational Amendments. MSU policy prohibits discrimination on the basis of race, gender, religion, age, color, creed, national or ethnic origin, marital status, or disability in the recruitment and admission of students and the employment of faculty, staff and students, in the operation of all college programs, activities, and services. For further information, or to express concern, contact the Affirmative Action Office at 701-858-3352.



Our Pledge to You...

Welcome to the Enrollment Services office at Minot State University. You have found a place where you—our families—are the center of our service. We realize that without you, we don't exist.

Therefore, you can count on us to treat you as if this is the most important decision you may ever make about your life or your children's life. We will answer your questions correctly, the first time; our office exists to assist you in answering every question you may have and completing every process required to make application to Minot State University. This is a very important day in your life.

Kevin Harmon
Assistant Vice President for Enrollment Management

ADMISSION PROCEDURES

Welcome to Minot State University. We encourage you to begin the application process early. Return the completed application forms and \$35 application fee to:

Minot State University—Enrollment Services
500 University Ave W
Minot, ND 58707

ADMISSION REQUIREMENTS

FIRST YEAR STUDENTS			
ACT/SAT		H.S. GPA Range	Conditional Admission
Any	and	3.25 +	None
22-36/1020-1560 SAT	and	Any	None
20-21/940-1010 SAT	and	3.0 – 3.249	17-credit enrollment limit during the first term
18-19/860-930 SAT	and	3.0 – 3.249	15-credit enrollment limit during the first term
17/810 SAT	and	2.0 – 3.249	Enhanced Success Program
16/800 and below	and	3.249 and below	Passport Program
TRANSFER STUDENTS			
24 completed college credits and 2.0 GPA*			
*Note: All applicants are encouraged to apply even if they do not meet one of the above admission requirements or have incomplete core courses. Some students may qualify for Minot State's Enhanced Success program or Passport program. MSU's Admission Exemption Committee will assess additional criteria for students who do not meet one of the requirements. Enrollment provisions will be determined upon admission.			

FIRST YEAR APPLICANTS

Those applying for admission and have not attended college after high school graduation or GED completion.

Submit the following to the Enrollment Services Office:

1. Completed application for admission with \$35 non-refundable application fee
2. Official high school transcripts
3. ACT or SAT scores (SBHE policy 402.1.1)
 - Required of U.S. and Canadian students who are less than 25 years of age as of the first day of class
4. Proof of two immunizations for measles, mumps, and rubella
5. Completion of NDUS High School Core Requirements (see below)

TRANSFER APPLICANTS

Those applying for admission and have attended college after high school graduation or GED completion.

Submit the following to the Enrollment Services Office:

1. Completed application for admission and the \$35 non-refundable processing fee
2. Official transcripts from all other post-secondary schools previously attended mailed directly to the Enrollment Services Office
3. Official ACT scores if transferring fewer than 24 semester credits (36 quarter credits) and if student will be less than 25 years of age on the first day of class
4. Official high school transcripts, mailed to the Enrollment Services Office directly from the student's high school, if transferring fewer than 24 semester (36 quarter) credits
5. Proof of two doses of immunization for measles, mumps, and rubella

*Note: Items 1, 2 and 3 are the critical components that must be received by the Enrollment Services Office in order to initiate the processing of your application. Students are not permitted to register until the most recent college transcript is received.

**Note: Students applying with GED completion, Home School education, or as non-degree seeking should see additional admission requirements.

NDUS Core Admission Requirements

Required of first-year students (U.S. only) with a high school graduation date of 1993 to present:

English (4 units) Including the development of written and oral communication skills

Laboratory Science (3 units) Including at least one unit each in two or more of the following: biology, chemistry, physics, or physical science

Mathematics (3 units) Algebra 1 and above, excluding business, consumer, and general mathematics

Social Studies (3 units) Excluding consumer education, cooperative marketing, orientation to social science, and marriage/family

Freshman students who completed high school prior to 1993 are exempt from the high school core curriculum requirements.

All international students (including Canadian students) are exempt from the high school core curriculum requirements. Students with questions on the college prep requirements and policies should contact the Enrollment Services Office at 701-858-3350 or 800-777-0750 ext. 3350.

Minot State University

Undergraduate Application for Admission

Student ID _____
(for institutional use only)

NOTE: You are encouraged to use the online application. If you wish, please visit AskMSU.com/apply for a shorter and quicker way to apply for admission.

May 2012

Please Read All Questions Carefully:

Please print in ink

Thank you for your interest in Minot State University. Please fully complete and mail the Application for Admission, the \$35 mandatory non-refundable application fee, and all required supplemental documents to the MSU Admissions Office to:

Minot State University
Attn: Enrollment Services
500 University Ave West
Minot, ND 58707

1. Have you previously applied for admission to Minot State University? Yes No

2. Have you previously attended Minot State University? Yes No

3. Legal Name: _____
First (Name or Given Name) Middle Last (Surname or Family Name) Former (Surname or Family Name, if applicable)

4. Social Security Number*(U.S. residents only) _____-_____-_____

* *Disclosure of this information is voluntary. Failure to provide a Social Security Number may cause delays in administrative services such as financial aid processing and receiving federal tax information. International Students: Please provide a U.S. Social Security Number if you have been assigned one. If you are entering the U.S. for the first time, please leave this blank.*

5. Gender: Male Female

6. Your Birthdate: ____/____/____ Place of Birth: _____
Month Day Year Country City State/Province/Municipality

7. Are you a U.S. Citizen? Yes No If no, in which country do you hold citizenship? _____

8. If not a U.S. Citizen, are you a permanent resident of the U.S.? Yes No If yes, give alien registration number _____

9. Are you Hispanic/Latino? ** Yes No

10. Select one or more races: ** American Indian or Alaska Native Asian Black or African American
 Native Hawaiian or Other Pacific Islander White

** *Disclosure of this information is voluntary. This information is requested for statistical purposes only and will not affect the status of your application. This information will not be used in a discriminatory manner.*

11. Your Current Mailing Address: _____
Number & Street Apt # City State/Province/Municipality Zip Code

County _____ Country (if not USA) _____
Your E-mail Address: _____
(____) _____ (____) _____ (____) _____
Home Telephone Cell Phone Other Telephone

Permanent Address: _____
Number & Street Apt # City State/Province/Municipality Zip Code

County _____ Country (if not USA) _____

12. Mother/female guardian name: _____ Father/male guardian name: _____

Parent/Guardian Address: _____
Number & Street Apt # City State/Province/Municipality Zip Code
County _____ Country (if not USA) _____ Telephone _____ E-mail Address: _____

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EQUAL OPPORTUNITY POLICY: It is the policy of the NDUS that no person in the United States shall be discriminated against because of race, religion, age, color, gender, disability, or national origin, and the equal opportunity and access to facilities shall be available to all. This policy is particularly applicable in the admission of students in all colleges, and in their academic pursuits. It also is applicable in the University-owned or University-approved housing, food services, extracurricular activities and all other student services. It is a guiding policy in the employment of students either by the University System or by outsiders through the University System and in the employment of faculty and staff. Concerns regarding the Title IX, Title VI, ADA, and Section 504 may be addressed to the Office of Civil Rights, U.S. Dept. of Education, 8930 Ward Parkway, Suite 2037, Kansas City, MO 64114-3302, email: OCR.KansasCity.ed.gov, or your on-campus Affirmative Action/Equal Opportunity Officer. Please see Item 3 below for the name and address. IF YOU WANT INFORMATION REGARDING THE EQUAL OPPORTUNITY POLICY, CONTACT MSU'S CIVIL RIGHTS COMPLIANCE OFFICER, WES MATTHEWS, AT (701) 858-3352 OR WES.MATTHEWS@MINOTSTATEU.EDU.

13. Check the option that best describes your current educational goal at Minot State University:

- Earn a certificate/diploma (circle one) Earn an associate degree Earn a bachelor degree
 Complete courses but not a degree (not eligible to receive financial aid)

Based on your answer above how long do you think it will take you to complete this coursework or goal? _____ Months

14. Check the option that best describes your overall educational goal:

- Earn a certificate/diploma (circle one) Earn an associate degree Earn a Bachelor degree
 Complete courses but not a degree (not eligible to receive financial aid) NDSU SWK

Based on your answer above how long do you think it will take you to complete this coursework or goal? _____ Months

15. Indicate your ideal delivery method/location: On campus Online On Campus and Online (Hybrid)

Off-campus site (indicate location): NDSU-Fargo

16. Indicate semester you plan to enter: Fall Spring Summer Year _____

17. Indicate academic major/program: _____ Teaching Program Yes No (optional by campus)

18. List the last high school attended: _____
High School *City* *State* *Graduation Date/Anticipated Graduated Date*

GED (high school equivalency exam) *Completion Date*

19. Indicate the completion date (if applicable) of the following exams: ACT _____ SAT _____
Month/Year *Month/Year*

20. List all colleges, universities, and schools attended, or currently enrolled, whether or not credits were earned (including withdrawals). Include college credits earned while in high school.

NOTE: Failure to list all colleges, universities, and schools previously attended may result in denial of admission, rescission of admission, dismissal, loss of credit(s), or other appropriate sanctions.

NAME	LOCATION (City, State)	INCLUSIVE DATES OF ATTENDANCE	DEGREE(S) EARNED AND DATE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

RESIDENCY FOR TUITION PURPOSES

North Dakota University System and the State of North Dakota have established specific laws and entered into contractual agreements with other states to offer discounted tuition for those who qualify. All applicants must complete the following questions in order to qualify for these discounted rates. Knowingly providing inaccurate information or making false statements in answering these questions may result in prosecution in North Dakota for a class A misdemeanor, which is punishable by up to one year in jail and/or a fine of \$2000.

21. Are you a legal resident of North Dakota? Yes No

From Date (use Birthdate if you were born here) _____ To Date: (use today if you are a current resident) _____

22. Have you been a legal resident for three consecutive years of the past six years? Yes No

23. If you have lived in North Dakota Less than one year in what state did you reside? _____

From date (use Birthdate if you were born here) _____ - _____ To date (use today if you are a current resident)

24. Is your parent a legal resident of North Dakota? Yes No

25. Is your spouse a legal resident of North Dakota? Yes No

26. Did you graduate from a North Dakota high school? Yes No

27. Are you Active Duty Military or a member of a North Dakota National Guard unit? Yes No

28. Are you a Veteran of the United States (U.S.) Armed Services? Yes No

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29. Are you a Reservist? Yes No
30. Are you a member of any of the following U.S. Armed Services? Army Navy Air Force Marines Coast Guard
 National Guard
31. Are you a spouse of a veteran of the U.S. Armed Services? Yes No
32. Are you a spouse or dependent of a full time active duty military person, or a North Dakota National Guard unit? Yes No
33. Are you the child, stepchild, widow, or widower of a veteran who was killed in action, died of wounds, or other service connected causes, was disabled as a result of service-connected cause, died from service connected disabilities, was a prisoner of war or was declared missing? Yes No
34. Are you the spouse or a dependent of a graduate of a North Dakota University System institution? Yes No
If yes, which institution(s)? _____
35. Are you the spouse or a dependent of an employee of the North Dakota University System? Yes No
If yes, which institution(s)? _____

SAFETY AND SECURITY

All students making application must answer the following questions. An affirmative response to any of these questions will not automatically prevent admission, but you will be asked to provide additional information. The information will be reviewed by a campus officer or committee charged with that responsibility. Falsification or omission of information may result in a denial of admission, rescission of admission, dismissal, or other appropriate sanction.

36. Have you ever pled guilty (or no contest) to or been convicted of any felony? Yes No
37. Within the past 10 years, have you pled guilty (or no contest) to or otherwise been convicted of a misdemeanor crime involving violence or the threat of violence in any court? ("Crime of violence" means an offense that involves substantial risk that physical force may be used against a person or property of another. Examples of crimes of violence include, but are not limited to, abuse, arson, assault (including sexual assault or domestic violence), battery, breaking and entering, burglary, criminal mischief or vandalism, harassment, homicide, menacing, reckless endangerment, stalking, terrorizing and unlawful restraint or imprisonment. Yes No
38. Are you currently required to register as a sex offender in any state? Yes No
39. Have you been dismissed or suspended from a college or university for disciplinary reasons within the last 5 years? ("Dismissed for disciplinary reasons" means a permanent separation from an institution due to conduct or behavior. "Suspended for disciplinary reasons" means a sanction imposed for disciplinary reasons that results in a student leaving school for a fixed period but not permanently.) Yes No

Go to <http://www.ndus.edu/makers/procedures/ndus/default.asp?PID=331&SID=57> to view the list of NDUS academic programs which require further criminal history background checks. These may include nationwide FBI criminal history background checks or a criminal history background check which may be a North Dakota BCI check, nationwide check or check of another state or multiple jurisdictions.

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The Minot State University Undergraduate Supplemental Application for Admission

ADMIT TYPE (select one only)

- First Year Student** – You are applying for admission and **HAVE NOT** attended college **AFTER** high school graduation or GED completion
- Transfer Student** – You are applying for admission and **HAVE** attended college **AFTER** high school graduation or GED completion

COLLEGE PREPARATORY COURSES

In the fields below, please include coursework that will be completed during your senior year.

NOTE: Applicants who are 25 or older on the first day of class, transfer applicants with 24 or more transferable credits, and students who graduated with a GED are exempt from meeting the core high school requirements, and therefore are not required to complete the section below.

COURSES TO BE COMPLETED (list English, Math, Lab Science, Social Science)

COURSE TITLE/ENGLISH _____

COURSE TITLE/MATH _____

COURSE TITLE/LAB SCIENCE _____

COURSE TITLE/SOCIAL SCIENCE _____

Required Signature

I understand the information presented on this form will be used in evaluating my application for admission to Minot State University. I certify that all statements are complete and true as of this date. If this information changes, I will notify the Admission/Enrollment Services Office of the changes and understand that my admission status will be reevaluated at that time.

Signature of Student: _____

Date: _____

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Minot State UNIVERSITY

Minot State University Dual Credit Student Application for Undergraduate Admission

The Dual Credit Student Application for admission is to be used by students who have taken dual credit coursework from Minot State University and are planning to return as a first year university student.

This application should be completed by prior dual credit students only.

Mail to: Dual Credit Coordinator
c/o Center for Extended Learning
500 University Ave W
Minot, ND 58707

Date: _____

MSU Student ID#: _____

Social Security ____/____/____ Birthdate ____/____/____ Gender ____M ____F

Legal Name _____
Last First MI Former (if applicable)

Mailing address _____

Are you a North Dakota resident? ____Yes, length of residency _____/ ____No

Are you a citizen? ____Yes / ____No, of what country are you a citizen?

If you are not a U.S. citizen, are you a permanent resident? ____Yes, alien registration # _____ / ____No

Ethnicity: ____ Hispanic ____ Black/Non-Hispanic ____ White/Non-Hispanic ____ Native Alaskan
____ American Indian ____ Asian Pacific/Islander

Term and year you plan to attend MSU: ____ Fall ____ Spring ____ Summer Year _____

Please indicate your intended major/minor _____

Teaching degree? ____Yes ____No

SIGNATURE (Required): I certify that all statements in this application are completed and true.

_____ Date _____

For Internal Use Only

Anticipated Emerging Scholars (first MSU semester must be full-time to receive): \$ _____



Minot State UNIVERSITY

Non-Degree Seeking Form

I do not wish to be enrolled at MSU as a degree seeking student; instead, I want to be listed as a Non-Degree Seeking Student.

I am not required to submit high school or college transcripts, GED, or ACT test results. I must submit a completed ND University System Application for Admission Form, pay the \$35.00 non-refundable application fee and submit immunization records or an immunization waiver.

Please initial each item below indicating that you have read and understand each requirement of Non-Degree Seeking Students.

_____ I understand that I will NOT be able to receive financial aid.

_____ I understand that the orientation requirement has been waived due to my non-degree seeking status, however if I become a degree-seeking student at a later time I will be required to complete orientation.

_____ I understand that since I have not provided transcripts, MSU will not have proof that I have met any pre-requisites and will need an override from the instructor to register for any courses with pre-requisites.

_____ I understand that I will be limited to 12 semester hours as a non-degree student. If I want to take additional semester hours, I will need to apply to the university as a degree-seeking student.

_____ I understand that should I decide to seek a degree or apply for financial aid, I will complete the status change application in the Registrar's Office prior to registering for the term. I must also submit the necessary admission requirements including all college/university transcripts and high school transcripts, GED and ACT/SAT if needed prior to being eligible to register for the upcoming term.

_____ I understand that MSU does not mail tuition and fee statements. Your bill will be available in CampusConnection. The due date for tuition and fees can be found on the Business Office web site (http://www.minotstateu.edu/busoffic/student_info.shtml) before every term. If tuition and fees are not paid by the due date, there is a possibility that you will be cancelled (dropped) from all of your courses for the term. Once you are cancelled, you will have to pay your bill in full and pay a reinstatement fee.

Print Name: _____ Date of Birth: _____

Signature: _____ Date: _____

Return this form to:

Minot State University
Enrollment Services
500 University Ave West
Minot, ND 58707
Fax: 701-858-3888

Minot State University Housing Application & Contract

Residence hall accommodations are for the ACADEMIC YEAR.

Today's Date ____/____/20____	Gender: <input type="checkbox"/> Male <input type="checkbox"/> Female
Date of Birth _____	Date of High School Graduation _____
Name _____ <small>Last First Middle</small>	Phone # _____
Mailing Address _____ <small>Street City State Zip</small>	
Email Address _____	Cell Phone # _____
Permanent Address _____ <small>Street City State Zip</small>	
Parent(s)/Spouse Name(s) _____	
Parent(s) Mailing Address _____ <small>Street City State Zip</small>	

Semester to enter housing: Year _____ Full Year Fall Only Spring Only Summer

Classification will be: Freshman Sophomore Junior Senior Graduate Transfer Other

Meal Plan (required if living in the residence halls):
 7 day-10 meals 7 day-19 meals 7 day-15 meals

Hall Preference (upperclassmen residence halls are assigned by priority, limited space available):
 McCulloch (freshmen men) Cook (freshmen women) Crane Hall (upperclassmen co-ed)
 Dakota Hall (upperclassmen women) Lura Manor (upperclassmen co-ed) Beaver Lodge

Theme Floor Preference in Residential Learning Community:
 Wellness Floor McCulloch Hall (men)* Wellness Floor Cook Hall (women)*
*If this box is marked, preference in the student's housing assignment will be given to the Wellness floor first, and then preference to other selection criteria. If there is a roommate request where one roommate selects to live on the Wellness floor, both students will be moved to the themed floor. For more information please visit www.minotstateu.edu/communities.

**MSU IS AN ALCOHOL-FREE & TOBACCO-FREE CAMPUS.
ALL ROOMS HAVE CABLE TV & COMPUTER ACCESS.**

Room Preferences: Double Room Single Room (Single rooms are limited and are available on a date-priority basis. If not initially offered a single room, you will be placed on a waiting list).

Roommate Request (optional): _____ (you must request each other)

Special Requirements (physical disability, etc.): _____

I hereby apply for accommodations as indicated above. General Conditions of the Housing Contract will be mailed upon receipt of the deposit.

Signed _____
Student Parent (optional) Date

Upon completion: Application is to be returned to the address below along with a **\$100 reservation deposit** payable to Minot State University. This deposit is not refundable for cancellations after July 15 for fall semester and December 15 for spring semester. **NOTE:** Provision of your social security number is not required; however, failure to provide it may slow down the processing of your application. Mail to: **Student Life & Housing Office, Minot State University, 500 University Avenue West, Minot, ND 58707.**

Housing Office Use Only: Date Received _____ Student ID _____ Assignment _____

If you think you meet the qualifications for an exemption, you may file the following housing exemption request form (also found online at <http://www.minotstateu.edu/life/pdf/FreshmanHousingPolicy-Revised-March2010form.pdf>). Please mail your completed form to Student Life Office, 500 University Ave. West, Minot, ND 58707 or drop it off in the Student Life Office, 1st floor Dakota Hall.

Request for Exemption from the Minot State University Freshman Housing Policy

All first-year students are expected to live on campus unless there are extenuating circumstances supporting the need for an exemption. Requests for exemptions to the Freshman Housing Policy should be directed to the Office of Student Life. Requests should be received by July 1 for fall semester and November 1 for spring semester.

The University Housing Committee will review each request for exemption and will notify the student of approval or denial within 10 business days of the request and submission of all required supporting documents.

Name: _____ Date of birth _____

Permanent address: _____
Address City State Country Zip

Home Phone: _____ Cell Phone: _____

Email Address: _____

Semester you plan to enroll at MSU? ____ Fall ____ Spring ____ Summer Year _____

Extenuating circumstances supporting a request for an exemption:

- _____ married (must provide copy of your marriage license)
- _____ commuting from the permanent home of my parents or legal guardian within a 25 mile radius of Minot State University (form must be signed by the parent(s) or legal guardian you live with)
- _____ a living arrangement with a family member other than parents, within a 25 mile radius of Minot State University (form must be signed by your parent or legal guardian.)
Address: _____
Explain reason on the back of this form.
- _____ veteran of military service or active duty personnel (must provide a copy of Military ID or DD214)
- _____ single parent (must provide a copy of your child or children's birth certificate(s))
- _____ registered for only distance education courses.
- _____ disabled requiring specialized accommodations. Describe and attach documentation on the back of this form.
- _____ other (must attach documentation of the situation)

Verification of Parent/Legal Guardian Signature

(Required for exemption request for living at home with parent(s) or legal guardian)

I understand that (student's full name) _____ has requested to commute from home or that of a family member while attending Minot State University. I verify he/she will be commuting from the identified residence.

Parent/Guardian Signature _____ Date _____ Telephone Number _____

Signature of Student requesting exemption

I, _____, agree that the information stated above is accurate. I understand that if I have falsified information the appeal to be exempt from the Minot State University Freshman Housing Policy and reside off campus will be voided.

Student Signature _____ Date _____



Minot State UNIVERSITY

Undergraduate Scholarship and Awards Program Application 2013-2014 Academic Year

Name _____
Last First Middle

Student ID # or Last four digits of your Social Security # _____

Permanent Address _____ Home Phone _____

City _____ County _____ State/Province _____ Zip/Postal Code _____

Hometown Newspaper _____ Native Country _____ Legal State of Residency _____

For Fall/Spring of 20 ____ (please circle the semester you are applying for) I will be a:

New Freshman Returning Student Transfer Student (Transfer students must attach a copy of most recent transcript.)

Year graduated from high school: _____

Intended major course of study _____ Undecided

Intended minor course of study _____ Undecided

Are either of your parents a: ND Firefighter Delta Epsilon Phi Minot Sertoma Club Member

ETHNIC ORIGIN: *The following information is OPTIONAL unless you are applying for the Diversity/Economic Hardship Award Program. Eligibility will be based on the student's ethnicity as listed on their MSU Admission Application.*

Hispanic/Latino? yes no If no, select one or more:

American Indian or Alaska Native (Documentation of tribal enrollment must be attached.)

Asian

Black or African American

Native Hawaiian or other Pacific Islander

White/Non-Hispanic

Please list University clubs/organizations/sports you've participated in _____

I hereby give permission to MSU to release the financial aid and academic information contained in my student file to any scholarship committee for the purpose of scholarship consideration. The scholarship committee may use this information to determine eligibility for a scholarship.

I also waive the right of notice as per Privacy Act of 1974 (Public Law 93-579).

Applicant's Signature _____ Date _____

High School Seniors Only

TO BE COMPLETED BY H.S. PRINCIPAL OR COUNSELOR for ALL high school seniors:

ACT or SAT composite score _____ H.S. GPA _____

Name of High School _____ City/State _____

H.S. Official's Signature _____ Date _____

Please return this application form to the Financial Aid Office, Minot State University, 500 University Ave W, Minot, ND 58707.

APPLICATION DEADLINE IS FEBRUARY 15. Students should have their Admission application and FAFSA completed by July 1st for timely processing of Scholarship/Awards funds.

Minot State University subscribes to the principles and laws of the state of North Dakota and the federal government pertaining to civil rights and equal opportunity, including Title IX of the 1972 Educational Amendments. MSU policy prohibits discrimination on the basis of race, gender, religion, age, color, creed, national or ethnic origin, marital status, or disability in the recruitment and admission of students and the employment of faculty, staff, and students, in the operation of all college programs, activities, and services. For further information, or to express concern, contact the Affirmative Action Office at 701-858-3352.

Financial Aid

10 Steps to Financial Aid

1. Complete your federal tax return early.
2. File your FAFSA as soon after January 1 as possible at www.fafsa.gov. Students should file by April 1st in order to meet the **April 15th priority deadline**.
3. List Minot State University on your FAFSA. **Title IV code is 002994.**
4. Allow 3-5 business days for your FAFSA to be processed. You will receive an email from the U.S. Dept. of Education with a link to your electronic Student Aid Report (SAR). A complete SAR will contain your Expected Family Contribution (EFC).
5. Review your SAR for accuracy. If corrections are needed, contact the Financial Aid Office.
6. Your official financial aid award notice will be sent to your MSU email account. Accept/decline your financial aid on CampusConnection.
7. Continue to watch for other mailings. Sign and return other forms as requested.
8. Complete the MSU scholarship application each year by **February 15th**.
9. If you receive additional funds, such as scholarships not listed on your award letter, notify the Financial Aid Office.
10. All admission documents including high school transcript, college transcript(s), ACT scores, and immunization records must be submitted to the Admissions Office before a student can receive federal financial aid.

Why should I file my FAFSA early?

To be considered for Federal Work Study, Federal Supplemental Opportunity Grants, Federal Perkins Loans, Federal Nursing Loan and the North Dakota State Grant, your FAFSA must be **PROCESSED by April 15**. Submit your FAFSA online by March 1 to ensure it will be processed by that deadline.

What if I don't file early?

If your FAFSA is processed after April 15, you will still be considered for the Federal Pell Grant and Federal Direct Loan Programs.

What if I don't receive a Financial Aid Notice?

If you do not receive an award letter by July 1, or within four to six weeks after you filed your FAFSA, contact the MSU Financial Aid Office at 701-858-3375, 800-777-0750, ext. 3375.

Additional sources of funding

- Workforce Investment Act (WIA)—Apply at your local Job Service Office.
- Vocational Rehabilitation—Contact your local Vocational Rehabilitation Office.
- Tribal Scholarships—Contact your local tribal education agency.
- ND Indian Scholarship—Contact Rhonda Schauer at (701) 328-4144.
- National Guard Tuition Waiver Program—Contact your local National Guard Recruiter.
- Scholarships—Contact your high school counselor, local libraries, and the Internet.

Do I need to complete a special form if I plan to attend summer school?

Yes, all students attending summer term need to complete a separate institutional summer application available at the MSU Financial Aid Office website after April 1.

Scholarship and Awards Procedures

By completing the Scholarship and Awards Program Application, students are applying for all of the scholarships and awards offered through the University. Additional information may be requested by specific departments. For performance scholarships, students should contact the specific department (music and/or athletics). Returning students should reapply for scholarship and awards each year.

Application for admission to the University should be completed by **July 1st** for timely processing of scholarships and awards.

Applicants are encouraged to complete the Free Application for Federal Student Aid (FAFSA). The FAFSA determines financial need which is used to award various scholarships.

Most scholarships require the recipient to be enrolled as a full-time student, 12 semester hours or more.

Award Program recipients must be enrolled in 12 or more credits. Enrollment in on-line or correspondence courses may affect the award(s).

HIGH SCHOOL SENIORS: All high school seniors are encouraged to complete a scholarship and awards program application.

TRANSFER STUDENTS: All transfer students should complete the scholarship and awards program application and must include a copy of their college transcript.

THE APPLICATION DEADLINE for scholarship consideration is **February 15**. Priority deadline for federal funds is **April 15**. Return this application to:

Financial Aid Office
Minot State University
500 University Ave. W.
Minot, ND 58707

This application may also be printed from our website: <http://www.minotstateu.edu/finaid/>

For financial aid questions, please contact us at 701-858-3375 or 800-777-0750.

Minot State University
www.minotstateu.edu

Student Financial Aid Web Sites

FAFSA on the Web
www.fafsa.gov

The Student Guide
http://studentaid.ed.gov/students/publications/student_guide/index.html

**National Association of
Student Financial Aid Administrators**
www.nasfaa.org

U.S. Dept. of Education
www.studentaid.ed.gov

Student Loan Calculators
www.finaid.org/calculators

Federal Direct Loans Programs
Studentloans.gov

**Loan Entrance Counseling for Perkins
& Nursing Loans**
Mappingyourfuture.org

Financial Literacy for College Students
www.cashcourse.org/minotstateu

Scholarship Searches

FastWEB
www.fastweb.com

CollegeNET Mach 25 Scholarship Search
www.collegenet.com/mach25

College Board Scholarship Search
www.collegeboard.org

Additional Admissions Information

ENHANCED SUCCESS ENROLLMENT

ACT/SAT	H.S.
17/810 and	3.249-2.0

How does the Enhanced Success Program work? The Enhanced Success Program is designed to give students direct assistance and support during their first year of enrollment. The ESP is a collaborative program with services provided by the Student Success Center and the Center for Engaged Teaching and Learning. Students will have the opportunity to meet regularly with assigned advisors, attend three Student Success seminars per semester, and participate in the first year experience/learning community.

DEVELOPMENTAL COURSES

The North Dakota State Board of Higher Education adopted a policy for developmental math and English courses beginning fall 2012.

English

All students attending a North Dakota university with ACT English subtest scores of 17 or lower (SAT Writing score of less than 430) are required to complete a developmental course(s).

With an ACT English subtest score of 13 or less (SAT Writing score of 350 or less):

- Must complete the developmental course ASC 87, College Writing Prep
- Three (3) credit course through Dakota College at Bottineau (DCB) at Minot State
- Must pass with grade of “C” or higher
- Available summers as an online course through DCB or on the MSU campus in summer, fall, and spring with an ACT English subtest score of 14-17 (SAT Writing score of less than 430):
- Must complete developmental course ASC 88, Composition Lab, for one (1) credit through DCB at Minot State in conjunction with English 110 through MSU
- Offered by DCB at MSU campus in summer, fall, and spring

Math

All students attending a North Dakota university with an ACT Math subtest score of 21 or less (SAT Math less than 520) are required to complete a developmental course(s).

With an ACT Math subtest score of 17 or less (SAT Math score less than 400):

- Must complete ASC 92, Beginning Algebra, through Dakota College at Bottineau (DCB) at Minot State to be eligible for MATH 102, Intermediate Algebra
- Also offered on-campus at MSU during the summer, fall, and spring semesters
- Also offered as an online course through DCB every semester with an ACT Math subtest score of 18-21 (SAT Math score 400-510):
- Must complete MATH 102, Intermediate Algebra, through MSU
- Offered every semester on the MSU campus and online
- Students with a 21 ACT Math subtest (SAT Math score of 490-510) are encouraged to take the Compass Placement Exam to determine eligibility for MATH 103 or higher

PASSPORT PROGRAM

ACT/SAT	H.S. GPA
16/800 and below	3.249 and below

The Passport program is designed to provide special support for first-year students on the MSU campus through a collaborative program at Dakota College at Bottineau (DCB) at Minot State when a student does not meet the posted admission criteria. Upon successful completion of 24 semester hours or a diploma/Associate’s degree program with DCB at Minot State, the student will transition seamlessly to programs at Minot State University. Students will have the opportunity to reside, attend Dakota College classes, and participate in student life activities on Minot State University’s beautiful campus.

Minimum Scholastic Expectations for Transfer Students

1. Transfer applicants who have completed fewer than 24 semester or 36 quarter hours of transferable credit will be required to submit his/her final high school transcript and ACT/SAT score, if younger than 25 on the first day of class.
2. Transfer applicants who have completed 24 or more semester or 36 or more quarter hours of credit toward a degree program shall be admitted to the institution if they (a) are in good standing [not on dismissed or suspended status] at their most recent institution attended, (b) present a cumulative grade point average of 2.0 on a 4.0 scale computed on all transferable work attempted [as described in C below] at all colleges and universities previously attended; and (c) satisfy any additional criteria established at the institution for the selective admission of students to the institution or selected institution programs. Transfer applicants who do not meet requirements, (a) or (b), may be evaluated on an individual basis.
3. Admission of undergraduate transfer applicants is based on transfer coursework which is comparable to that offered by Minot State University. Other college-level courses completed may be used in evaluation for admission in accordance with MSU's policy.
4. Transfer courses, as defined in paragraph 3, shall be accepted in transfer if earned at colleges or universities that are regionally accredited.
5. Students with questions should contact the Enrollment Services Office at 701-858-3350 or 800-777-0750 ext. 3350.

GED APPLICANTS

Submit the following information to the Enrollment Services Office:

1. Completed application for admission and the \$35 non-refundable processing fee
2. A copy of the General Education Development (GED) certificate. Students must have an overall average 450 and no score lower than 410 on any subparts in order to be considered for admission
3. Official results of the American College Testing (ACT) with a composite score of 18 or higher or the Scholastic Aptitude Test (SAT) with a combined score of 860 or higher. If you are at least 25 years of age on the first day of class, ACT or SAT scores are not needed. NOTE: If you have not yet taken the ACT or plan to have scores sent to Minot State University, our ACT code number is 3214. Our SAT code is 6479.
4. GED applicants with an ACT score of 17 are asked to provide high school transcripts for further review
5. Proof of two doses of immunization for measles, mumps, and rubella

HOME EDUCATED STUDENTS

The following guidelines for specific home-educated admission policies are patterned after the recommended criteria suggested by the National Center for Home Education.

Home Educated applicants to Minot State University shall submit, in addition to the application for admission, application fee, and immunization records:

1. Curriculum description or transcript showing the following:
 - a. Specific listing of classes completed by the student, identified and/or separated by class levels—MSU may request a course syllabus or detailed description of course content
 - b. Clear identification of those courses which meet the North Dakota University System College Preparatory Requirements
 - c. Key explaining grading system, and successful completion of coursework
 - d. Date of student's graduation/completion of plan of study
 - e. Signature of parent/instructor
 - f. Identification of any other private or public high school the student has attended
2. Diploma/Certificate issued by the local school district in which the student resides if the district provides such a document
3. ACT composite score of 18 or higher; or SAT combined score of 860 or higher

SUMMARY OF APPLICATION REQUIREMENTS

Proof of two doses of measles, mumps, and rubella vaccine (MMR) may be a photocopy of official medical records. Such records are sometimes available through the student's high school and can be sent to the Minot State University when the high school sends the official transcript. Proof of immunity requires: 1) two doses of MMR vaccine given more than one month apart or 2) positive serologic tests, or 3) proof that date of birth is prior to 1957.

ACT or SAT scores must be sent to the University directly from ACT or SAT offices. Students specify the school(s) they want scores sent at the time of writing the ACT or SAT exam. Additional requests may be made by contacting ACT Records: PO Box 451, Iowa City, IA 55243, 319-337-1313, or www.actstudent.org SAT College Board ATP: PO Box 6200, Princeton, NJ 08541, 609-771-7600, or www.collegeboard.com. Information regarding the ACT test is available from the Student Development Office at 701-858-3371. Students will not receive financial aid until they have completed all of the admission requirements, including the ACT/SAT test.

Official transcripts are required for all students. Those who have not yet studied at the college/university level are required to submit an official in-progress transcript (showing completed junior year). A final, official transcript, which records all work completed from grades 9-12, as well as the official date of high school graduation and cumulative GPA, must be sent directly from the high school to the Minot State University Admissions Office.

Transfer students must submit **all** college/university transcripts. Official transcripts must be sent directly to the Minot State University Admissions Office from each school previously attended. Upon receipt of all transcripts, an evaluation will determine which credits apply specifically to the General Education Requirements. Courses that may apply specifically to the student's major are evaluated through consultation with the department/division chair.

Minot State University does award credit for some Advanced Placement (AP) tests and College Level Examination Program (CLEP) tests. Credit values and their application to degree requirements vary considerably. In all cases, official score reports must be sent directly from the testing company to the Registrar's Office. For information on credit by exam, contact the MSU Registrar's Office at 701-858-3347.

INTERNATIONAL STUDENTS

First Year

1. Complete application for admission and the \$35 U.S. non-refundable processing fee
2. Current high school transcripts—students who attend a high school outside of the United States or Canada must submit a professional document-by-document evaluation and English translation completed by WES (www.wes.org), ECE (<https://www.ece.org/>), AERC (<http://www.aerc-eval.com/>), or AACRAO (<http://ies.aacrao.org/>).
3. Proof of English Language Proficiency: TOEFL iBT: 71 or greater or TOEFL paper based: 525; IELTS: minimum band of 6.0
4. Affidavit of Support and Financial Evidence
5. Application for Form I-20
6. Photocopy of the page containing your personal information from your Passport

Transfer

1. Complete application for admission and the \$35 U.S. non-refundable processing fee
2. Transcripts from all colleges or universities previously attended—students transferring from a non-English-speaking university outside of the United States or Canada must submit a professional course-by-course evaluation and English translation completed by WES (www.wes.org), ECE (<https://www.ece.org/>), AERC (<http://www.aerc-eval.com/>), or AACRAO (<http://ies.aacrao.org/>).

Students attending an English-speaking university outside the United States must also submit a course-by-course evaluation of their transcripts completed by either WES, ECE, AERC or AACRAO.

Students must also provide an English translated copy of the institution's catalog or a copy of the course descriptions or course syllabi from the catalog to aid in the evaluation of transfer credit. Since the evaluation of transfer credit can be lengthy, please be aware that the results of the evaluation may not be available prior to your arrival and registration at Minot State University.

Regardless of the number of credits transferred, students must meet all general and specific graduation requirements of the university.

3. Proof of English Language Proficiency: TOEFL iBT: 71 or greater or TOEFL paper based: 525; IELTS: minimum band of 6.0
4. Transfer Clearance form
5. Affidavit of Support and Financial Evidence
6. Application for Form I-20
7. Photocopy of the page containing your personal information from your Passport

Minot State University does not admit students under the Ability to Benefit criteria.

International Application Deadlines

For best consideration for admission submit your application by the following deadlines:

Fall semester (August start):

- Students transferring from a university **outside of the United States**: May 1 for the application and fee. The application must be complete by June 1.
- Students transferring from a university **within the United States**: June 15 for the application and fee. The application must be complete by July 15.
- Students transferring from the **Minot Language Company**: July 1 for the application and fee. The application must be complete by August 1.

Spring semester (January start):

- Students transferring from a university **outside of the United States**: September 15 for the application and fee. The application must be complete by October 15.
- Students transferring from a university **within the United States**: October 15 for the application and fee. The application must be complete by November 15.
- Students transferring from the **Minot Language Company**: November 1 for the application and fee. The application must be complete by December 1.

**After these dates, applications may be considered.

UNDERGRADUATE NON-DEGREE ADMISSION

Students who enroll in courses, but do not wish to seek a degree may enroll as undergraduate non-degree students. A non-degree student must have attended a college/university before applying. **Students enrolling with this status are not eligible for federal financial aid and may not exceed a total of 12 semester hours of credit as undergraduate non-degree students.** Non-degree students are not required to provide high school or college transcripts, and/or GED, or ACT/SAT test results.

**Transcripts may be required for certain courses depending on prerequisite coursework

However, students must complete the **ND University System Application for Admission and the non-degree seeking student form, the \$35 application fee, and provide a record of immunization for measles, mumps, and rubella.**

Enrollment in courses beyond 12 semester hours will be contingent upon completion of all entrance requirements for new transfer students.

CONNECT

Once a student is admitted, he or she is invited to our CONNECT sessions via email. CONNECT is our required new student orientation and registration sessions where our students meet with an advisor, are introduced to the campus, and register for classes. For more information on CONNECT, contact MSU's Student Success Center at 701-858-3362.

What is AP/CLEP?

Advanced Placement

is a program of college-level courses and exams administered at the high school level that gives incoming freshman the opportunity to earn college credit.* Achieving satisfactory scores on AP Examinations has many benefits. Advanced placement in college permits the student to move beyond work already completed in high school and begin with higher-level courses. This gives students the opportunity to explore areas they wouldn't otherwise have time to study, and to participate in internships and study abroad programs. The student who takes an AP course learns a subject in greater depth, develops analytical reasoning skills, and forms disciplined study habits appropriate for continued success at the college level.

AP tests are available at the high school level. The following AP examinations are accepted by Minot State University for lower division, satisfactory college credit assuming the minimum required score has been obtained.

EXAMINATION TITLE SCORE	MINIMUM REQUIRED
COMPOSITION & LITERATURE	
English/Language and Composition	3
Literature and Composition	3
LANGUAGES & HUMANITIES	
French Language	3
German Language	3
Spanish Language	3
Art/History of Art	3
Studio Art 2-D Design	3
Studio Art Drawing	3
Music Theory	3
Studio Art 3-D Design	3
SOCIAL SCIENCES & HISTORY	
Economics/Macroeconomics	3
Economics/Microeconomics	3
Government and Politics/U.S.	3
History/U.S.	3
History/European	3
Psychology	3
World History	3
SCIENCE & MATHEMATICS	
Biology	3
Chemistry	3
Physics B	3
Physics C/Mechanics	3
Physics C/Electricity and Magnetism	3
Mathematics/Calculus AB	3
Mathematics/Calculus BC	3
Computer Science A	3
Computer Science AB	3

Information is subject to change at any time. Revised: 9/20/05
For more information on the AP/CLEP tests, you may contact the Minot State University Registrar's Office at (701) 858-3347 or you may contact the offices below.

AP	CLEP
Advanced Placement Program	CLEP
The College Board	P.O. Box 6600
45 Columbus Avenue	Princeton, NJ 08541-6600
New York, NY 10023-6992	(609) 771-7865
(212) 713-8066	www.collegeboard.com/clep/
www.apcentral.collegeboard.com	

College-Level Examination Program

is an assortment of examinations that enables students to demonstrate their knowledge in a wide range of subjects. Satisfactory scores on these exams result in recognition and reward for knowledge acquired through formal classroom education, on-the-job training, or through independent study, observation or reading. CLEP can help students acquire college credits* needed to attain their goals more quickly.

* Posting of credits will not affect grade point average (GPA) nor satisfy residency requirements. All are satisfactory grade options and apply to only lower-level courses. All test scores must be sent directly from the company to Minot State University.

Under Policy 403.7.3.c, the Academic Affairs Council of the NDUS has adopted the American Council on Education (ACE) recommendations for minimum CLEP scores. The Council has not adopted credit equivalents for CLEP general examinations. The recommended Credit-Granting Score is listed in the following table.

EXAMINATION TITLE SCORE	MINIMUM REQUIRED
COMPOSITION & LITERATURE	
American Literature	50
English Literature	50
Freshman College Composition	50
FOREIGN LANGUAGES	
College French	
Level 1	50
Level 2	59
College Level German Language	
Level 1	50
Level 2	60
College Level Spanish Language	
Level 1	50
Level 2	63
SOCIAL SCIENCES & HISTORY	
American Government	50
History of the United States I: Early Colonization to 1877	50
History of the United States II: 1865 to Present	50
Human Growth and Development	50
Principles of Macroeconomics	50
Principles of Microeconomics	50
Introductory Psychology	50
Introductory Sociology	50
Western Civilization I: Ancient Near East to 1648	50
Western Civilization II: 1648 to Present	50
SCIENCE AND MATHEMATICS	
Calculus with Elementary Functions	50
College Algebra	50
College Algebra-Trigonometry	50
General Biology	50
General Chemistry	50
BUSINESS	
Information Systems and Computer Applications	50
Principles of Management	50
Principles of Accounting	50
Introductory Business Law	50
Principles of Marketing	50

Questions

Office	Phone Number	Reason
Enrollment Services.....	701-858-3350.....	Schedule a Tour Need a Catalog Need an Application Booklet (admissions, housing, scholarship & awards) Need Information on a Major Check the Status of an Application ACT/SAT Questions New Student Registration
Financial Aid.....	701-858-3375.....	Financial Aid Student Employment Scholarship and Awards Program
Student Life/Housing Office	701-858-3363.....	Check Status of Housing Application Room Changes Questions Pertaining to Residence Life Residence Hall Availability On-Campus Apartment Availability
Registrar's Office.....	701-858-3345.....	Evaluation of Transfer Courses Transcript Questions
Help Desk.....	701-858-4444	Claim Student ID Email
Student Success Center.....	701-858-3362..... 701-858-3144	Career Advising Interest/Skills Inventories Resume/Cover Letter Assistance Internship Questions Request a Placement Report CONNECT
Center for Extended Learning.....	701-858-3822.....	Correspondence, Online, MAFB, and Bismarck Courses Outstanding H.S. Student Program Dual Credit CLEP & AP Testing
Student Development Center.....	701-858-3371.....	ACT Test Registration Disability Services Personal Counseling Study Skills Center Tutoring
International Student Office.....	701-858-3348.....	International & Canadian Applications Canadian Student Loans Questions Pertaining to Immigration Questions on Study Abroad
Student Health.....	701-858-3371.....	Immunization Questions General Health Issues Medical Exams
Veterans Center.....	701-858-4003.....	Veterans Affairs Programs

Still unsure? Call 1-800-777-0750 or 701-858-3000

Enrollment Services Team

Kristin Wood

Transfer Student Specialist

Phone: 701.858.3413

Email: kristin.wood@minotstateu.edu

Wade Regier

Admissions Counselor

Territory: Saskatchewan and Manitoba

Phone: 701.858.4361

Email: wade.regier@minotstateu.edu

Wayne Pallett

Admissions Counselor

Territory: Alberta and British Columbia

Phone: 403.315.2239

Email: wayne.pallett@minotstateu.edu

Derek Van Dyke

Admissions Counselor

Territory: North Dakota

Phone: 701.858.3351

Email: derek.vandyke@minotstateu.edu

Forrest Macy

Admissions Counselor

Territory: Montana

Phone: 701.858.3176

Email: forrest.macy@minotstateu.edu

Eric Bonness

MSU Experience Coordinator

Phone: 701.858.4348

Email: eric.bonness@minotstateu.edu

Seinquis Slater

Admissions Coordinator

Phone: 701.858.4216

Email: seinquis.slater@minotstateu.edu

Janan Thom

International Student Recruiter

Territory: The World

Phone: 701.858.3183

Email: janan.thom@minotstateu.edu

Meghan Stewart

International Admission Specialist

Phone: 701.858.3184

Email: meghan.stewart@minotstateu.edu

PERSONAL INFORMATION

VIP Username:

VIP Password:

EMPLID:

Campus Connection

Username: _____

Campus Connection

Password: _____

MSU ACT Code: 3214

ACT Username:

ACT Password:

MSU SAT Code: 6479

SAT Username:

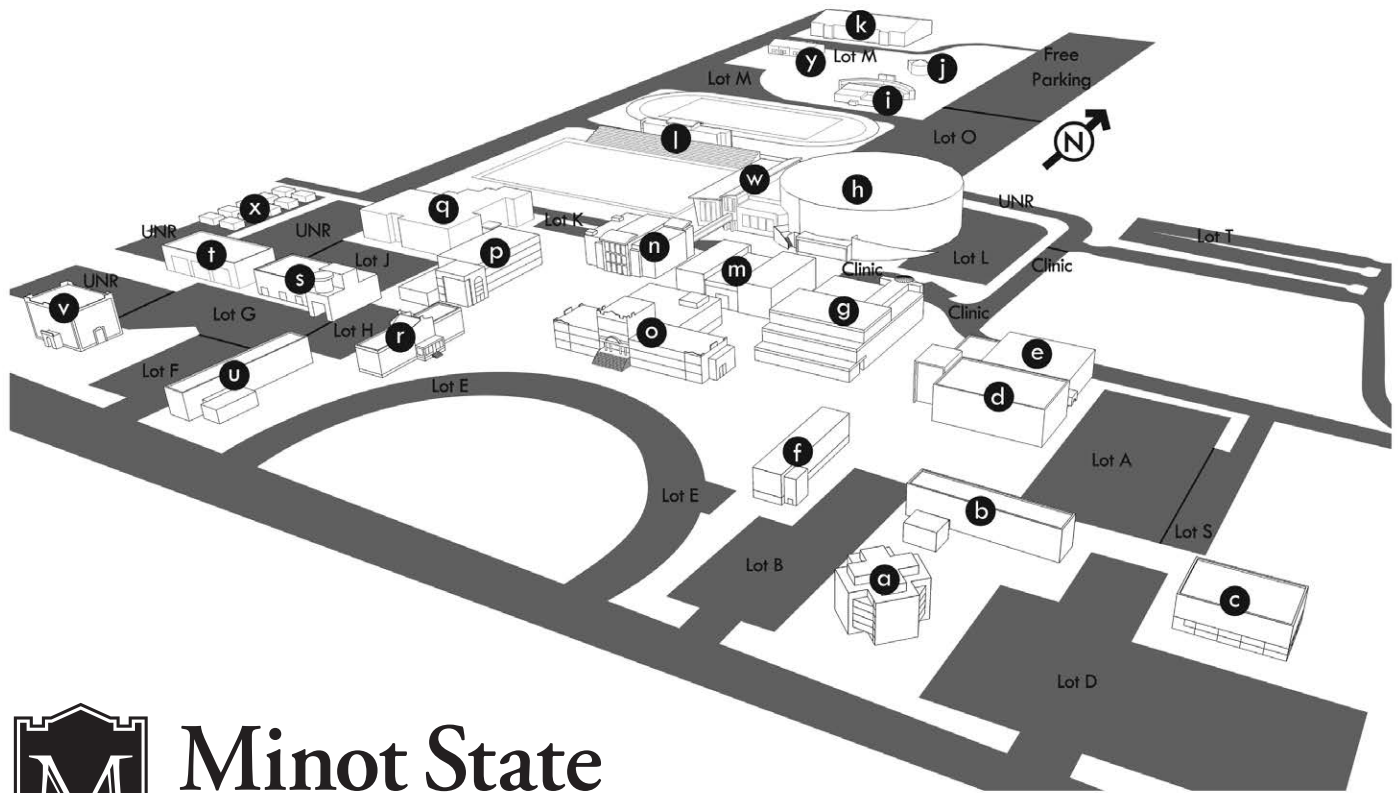
SAT Password:

MSU FAFSA Code: 002994

FAFSA Username:

FAFSA Password:

Campus Map



Minot State UNIVERSITY

- | | |
|------------------------------|----------------------------------|
| a. Lura Manor | o. Old Main |
| b. McCulloch Hall | p. Cyril Moore Science Center |
| c. Cook Hall | q. Gordon B. Olson Library |
| d. Administration | r. Pioneer Hall |
| e. Student Center | s. Facilities Management |
| f. Dakota Hall | t. Motor Pool |
| g. Memorial Hall | u. Crane Hall |
| h. Dome | v. Model Hall |
| i. Amphitheater | w. Wellness Center |
| k. Campus Heights Apartments | x. Beaver Lodge Apartments |
| l. Herbert M. Parker Stadium | y. University Heights Apartments |
| m. Hartnett Hall | |
| n. Swain Hall | |

Minot State University is
a tobacco free campus.





Minot State
UNIVERSITY

1-800-777-0750 ext. 3350
AskMSU.com
askmsu@minotstateu.edu

