



## Admissions Policy

The Student Services Office at Arkansas Tech University-Ozark Campus is committed to supporting new and current student applicants throughout the admissions process and their continued academic journey. Our Admissions Staff is available to provide updates on your application status and assist with any questions or concerns you may have. We offer a range of materials and services designed to ensure a smooth transition into the university and foster your academic success. In alignment with our mission to provide accessible, quality education, and lifelong learning opportunities, we strive to prepare students to be productive members of the workforce, to be lifelong learners, and to contribute to their communities and society as a whole.

The following requirements apply to all students seeking a certificate or degree. All required documents should be submitted to the Office of Student Services.

- Submit an Application for Admission
- Official High School Transcripts or GED Scores- (An official record documenting completion of secondary requirements) The ATU-Ozark Campus does not have a minimum GPA requirement
- Proof of Two (2) Measles, Mumps and Rubella Immunization (MMRs)
- College Entrance Exams ACT, SAT, or Accuplacer
- Submit Official College transcripts from the any postsecondary institution previously attended

Testing exceptions for admission to the Ozark Campus may be granted by the Vice Chancellor of Student Services or Associate Director of Admissions.

### Admissions Testing Equivalencies

Test Name	Unconditional	Conditional	Referral
ACT	19	13-18	12 or less
NextGen Accuplacer	246	220-245	219 or less
RSAT	1010	640-540	539 or less
SAT	1330	830-730	729 or less
CLT	58	38-57	Less than 38

Submit documents via mail to:  
ATU-Ozark Campus  
Attention Admissions Office  
1700 Helberg Ln. Ozark, AR 72949

Submit documents electronically to [ozark.recruit@atu.edu](mailto:ozark.recruit@atu.edu)

### FIRST-TIME UNDERGRADUATE STUDENTS

#### Unconditional Admission

Applicants to Associate programs will be considered for unconditional admissions using the following criteria:

- Graduated from an accredited high school, homeschool, or completed the General Education Diploma (GED)
- Placement Test composite score of ACT 19+ or equivalent

#### Conditional Admission

Students not meeting the requirements for unconditional admission may be granted conditional admission.

Students may be conditionally admitted with the following circumstances;

- Graduated from an accredited high school, homeschool, or completed the General Education Diploma (GED)
- Applicants who score between 13-18 composite score on the ACT or equivalent.

Applicants who do not meet conditional admission requirements may be referred to an adult education center for training to enhance their skills. These applicants are encouraged to re-test for unconditional or conditional admission.

All students admitted as conditional admit status seeking an Associate Degree will be categorized as conditional prep and must complete all required remedial courses during their first 30 hours. Student enrolling in a Certificate of Proficiency or Technical Certificate program will not be placed in conditional prep status.

In accordance with state law, placement scores in Math, English, and Reading are required for state reporting.

For applicants with **Concurrent Credit**, an official transcript from that institution must be submitted to the Office of Student Services.

Students who have scored accordingly on an **Advanced Placement (AP)**, **College Level Examination Program (CLEP)**, or **International Baccalaureate (IB)** can earn credit toward graduation at Arkansas Tech University and Arkansas Tech University-Ozark Campus by receiving a qualifying score on the examinations. These credits can satisfy general education requirements. AP, CLEP, and IB scores should be documented on the application for admission. Students must submit official score reports or readable copies embossed by their high school to the Office of Student Services. Students who have earned an International Baccalaureate (IB) should submit their IB transcripts for evaluation. Students who successfully complete the International Baccalaureate Diploma Programme can earn credit toward graduation at the university.

#### **CONCURRENT TECHNICAL UNDERGRADUATE STUDENTS**

The following documents are required to be on file for applicants who are in high school and wish to apply for concurrent credit admission:

- Reading score from a qualified exam
- Proof of immunization documenting 2 MMR vaccinations for classes held on a university site
- Current high school transcript
- Signed Memorandum of Understanding (MOU)

#### **RETURNING UNDERGRADUATE STUDENTS**

Former undergraduate students who have not attended any Arkansas Tech University campus in the past year or have attended another college or university since last attending an Arkansas Tech University campus are required to have the following documents on file:

- a new application for admission
- proof of immunization documenting 2 MMR vaccinations
- official transcripts from each regionally accredited institution, if attended after last attending any ATU campus

Students interested in transitioning from the Russellville campus to the Ozark campus can do so by submitting a Program Transition form.

#### **TRANSFER UNDERGRADUATE STUDENTS**

Students who have not attended any Arkansas Tech University campus required to have the following documents on file:

- application for admission
- official transcripts from each regionally accredited institution and
- proof of immunization documenting 2 MMR vaccinations

If less than 24 credit hours are transferable, an official high school transcript or GED scores and placement scores must be submitted. Testing exceptions for admissions may be granted by the Vice Chancellor of Student Services or Associate Director of Admissions. Transfer students with more than 24 hours who have not completed college level English or math will be required to test or take remedial courses.

### **NON-DEGREE SEEKING UNDERGRADUATE STUDENTS**

Students not pursuing an undergraduate degree or certificate may be admitted as a non-degree student upon submitting a completed application for admission and proof of immunization documenting 2 MMR vaccinations prior to registration. The standard admissions requirements are waived for all non-degree undergraduate students. Any student admitted as non-degree who later chooses to pursue a degree must reapply for admission as a degree-seeking student and meet standard admissions requirements.

Students can be admitted as a **transient non-degree undergraduate student** upon submitting an application for admission, a transcript from the regionally accredited college or university they are currently attending, and proof of immunization documenting 2 MMR vaccinations prior to registration. Applicants must be eligible for re-enrollment at their current institution.

Students who are on probation or suspension at another university may not be eligible for admission.

### **RESIDENT ALIEN/UNDOCUMENTED DOMESTIC STUDENTS**

**Resident Alien Status:** Undergraduate students who possess resident alien status must submit a current green card with a future expiration date to the Office of Student Services prior to admission to the university.

**Undocumented Domestic Students:** Undergraduate students who are not U.S. citizens, Permanent Residents of the United States, and who do not hold a visa to reside in the United States may be classified in-state for purposes of tuition and fees if the student satisfies the following two requirements:

- Resided in Arkansas for at least three (3) years at the time of application to ATU; and
- Either: (i) Graduated from a public or private Arkansas high school; or (ii) Received a high school equivalency diploma in Arkansas.

The student must also satisfy one of the following:

- a) The student personally holds, or is the child of a person who holds, a Federal I – 766 United States Citizenship and Immigration Services-issued Employment Authorization Document, or as it is also known, a work permit;
- b) The student has verified that he or she is a resident legally in Arkansas and has immigrated from the Republic of the Marshall Islands; or
- c) (i)The student’s request for an exemption under Deferred Action for Childhood Arrivals (DACA) has been approved by the United States Department of Homeland Security. (ii)The student’s exemption shall not have expired or shall have been renewed.

### **NON-ACADEMIC REJECTION**

Please note that academic performance is not the sole criterion for admission to the university. The university may evaluate a person's behavior and background to determine their ability to maintain the standards of academic and professional conduct expected at the university. An evaluation may take into consideration current behavior and performance as well as past experiences and actions. Simply qualifying for admission does not guarantee admission.

### **ADMISSIONS APPEAL**

Applicants who do not meet admissions requirements for admission, and have been denied admission, may file a written appeal addressed to the Office of Student Services. The appeal should state the applicant’s grounds for appeal.

Arkansas Tech University does not discriminate on the basis of color, sex, sexual orientation, gender identity, race, age, national origin, religion, veteran status, genetic information, or disability in any of its practices, policies, or procedures. This includes, but is not limited to, employment, admissions, educational services, programs or activities which it operates, or financial aid. Arkansas Tech University complies with all applicable state and federal laws including, but not limited to, Title VI and Title VII of the Civil Rights Act of 1964 as amended, Title IX of the Educational Amendments of 1972, Section 503 of the Rehabilitation Act of 1973, Section 504 of the Rehabilitation Act Amendments of 1974, Age Discrimination Act, , , Vietnam Era Veterans Readjustment Assistance Act, Uniformed Services Employment and Reemployment Act, the Civil Rights Restoration Act of 1987, the Americans with Disabilities Act of 1990, and the Civil Rights Act of 1991. Responsibility for implementation and compliance with this Non-Discrimination Policy has been delegated to the Director of Human Resources and EEO officer who can be reached by emailing [hr@atu.edu](mailto:hr@atu.edu) or calling (479) 968-0396.