

# ADMISSIONS STANDARDS - UNDERGRADUATE (INTERIM POLICY)

**RESPONSIBLE OFFICIAL:** CHIEF STRATEGIC ENROLLMENT MANAGEMENT OFFICER

**INTERIM POLICY EFFECTIVE DATE:** JUNE 11, 2025 (revised)

**INTERIM POLICY EXPIRES:** MARCH 10, 2026

**BOARD OF REGENTS REPORTING:** PRESIDENTIAL REPORT

## I. POLICY STATEMENT

### Standard Freshmen Admission

New freshmen who are degree-seeking with an unweighted high school GPA of 2.50 or above on a 4.00 scale are eligible for admission to Northern Kentucky University (NKU), regardless of ACT or SAT scores.

### Pathfinders / Learning Contract

New freshmen who are degree-seeking with an unweighted high school GPA of 2.0 – 2.49 on a 4.00 scale are eligible for admission to NKU through the Pathfinders program, regardless of ACT or SAT scores. Degree-seeking students will be placed into the Interdisciplinary Studies Associate's Degree track until they fulfill the Pathfinders requirements, at which time they can declare the major of their choosing in a Baccalaureate Degree track.

Students admitted based on their unweighted high school GPA who are 24 years of age and older as of the first day of the semester for which they are applying are exempt from Pathfinders and must enter into a learning contract.

**Admissions note 1:** All admitted undergraduate degree-seeking students must meet Kentucky college readiness standards prior to the first day of the semester for which they are applying. Students that do not meet the college readiness standards by their first day of classes will be placed in courses accordingly. All degree-seeking students are evaluated for academic deficiencies (including foreign language) as defined by the Kentucky college readiness standards. Students may need to enroll in required college preparatory coursework during their first semester, as determined by test scores, placement testing, and transcripts on a case-by-case basis.

**Admissions note 2:** All undergraduate degree-seeking students will be required to provide an official, final high school transcript or GED before the final day of midterms for the semester for which they are applying. Proof of an official, final high school transcript or GED is also required for the disbursement of financial aid, in alignment to the Federal Financial Aid Handbook and NKU institutional policies.

**Admissions note 3:** Test scores are not used during the admission decision process. However, test scores may be required to determine course placement, academic readiness, and/or academic deficiencies. Placement testing prior to the start of the first semester may be required if test scores are not provided.

**Admissions note 4:** Students with a GED passing score of 145 or above are admitted to NKU, regardless of ACT or SAT scores. Submission of a GED score (in the absence of a high school transcript) is required and placement in Standard Admission or Pathfinders/Learning Contract is dependent on a review of the score and outcome on requested placement testing.

**Admissions note 5:** Any student with previous disciplinary issues at another institution or with any felony charges will be reviewed before continuing in the admissions process.

### **Transfer Student Admission**

To be admitted into NKU as a transfer student, the following must be provided:

- 1) All transfer students must submit an official transcript from each accredited institution attended. Transcripts must be sent from the transferring institution to NKU's Office of Undergraduate Admissions. Unofficial transcripts will not be accepted.
- 2) Students with 24 or more earned college credit hours, not including dual enrollment earned credit hours, must have a college GPA of 2.0 or greater on a 4.00 scale. If students received college credit from more than one accredited institution, NKU will re-calculate the GPA based on credit hours, GPA, and quality points from each institution. The re-calculated GPA must be a 2.0 or greater on a 4.0 scale to be admitted.
- 3) Students with less than 24 college credit hours awarded will be reviewed based on Standard Freshmen Admission criteria and will need to submit an official, final high school transcript in addition to their official, final college transcript(s). Students may be required to complete placement testing or submit ACT/SAT scores for proper course placement.
- 4) Students must demonstrate good academic standing as indicated on the official transcript from the most recent institution. Students who have been academically suspended from their most recently attended institution at any point in the past year may not be admitted until the probationary period, as determined by the transferring institution, has expired.
- 5) Students must submit an official, final transcript from all attended institutions (including if currently enrolled at the time of application) before the start date of the semester for which they are applying.

### **Admissions Appeal**

Undergraduate students who apply but are denied admission may submit an appeal to the Admissions Appeals Committee. An appeal must be submitted by the applicant themselves and not by parents, guardians, or school officials.

The appeal, in the form of a letter, must be written and submitted to the Director of Undergraduate Admissions within 30 days of the denial decision. The letter of appeal should include a personal statement outlining the applicant's academic preparation to succeed at NKU and, if desired, any explanation of prior circumstances that contributed to their past academic performance.

In addition to the letter, one (1) letter of recommendation outlining the applicant's academic preparation and abilities should be submitted to the Director of Undergraduate Admissions. Letters from family members will not be accepted.

The deadline to appeal is August 1 for any term in the fall semester and December 1 for any term in the spring semester.

Applicants may appeal only once for the given term and the resulting decision is final.

Applicants may reapply to a future term but should provide new information.

### **State Admissions Requirements**

This policy will be interpreted and applied in a manner consistent with state minimum admissions requirements imposed by the Kentucky Council on Postsecondary Education and other applicable standards imposed by law or regulation.

## **II. APPLICABILITY**

This policy applies to the conduct of the NKU's undergraduate admissions operations and to all university employees who engage in those functions.

## **III. INTERPRETATION**

The Chief Strategic Enrollment Management Officer is responsible for interpretation, implementation, and enforcement of this policy.

## **IV. REFERENCES AND RELATED MATERIALS**

### **Kentucky Administrative Regulation**

[13 KAR 2:020](#). Guidelines for admission to the state-supported postsecondary education institutions.

### **Revision History**

REVISION TYPE	MONTH/YEAR APPROVED
Revision and Name Change Replaces Undergraduate Admissions Standards and Undergraduate Test-Optional Admissions policies (on interim basis pending final approval)	June 10, 2025
Undergraduate Admissions Standards	March 13, 2019
Undergraduate Admissions Standards (Interim)	September 1, 2018
Policy	<a href="#">2006-2007 Undergraduate Catalog (p. 12)</a>

# UNDERGRADUATE ADMISSIONS STANDARDS (INTERIM POLICY)

## PRESIDENTIAL APPROVAL

President

Signature

Cady Short-Thompson

Date

6/11/25

Cady Short-Thompson

## BOARD OF REGENTS APPROVAL

### BOARD OF REGENTS (IF FORWARDED BY PRESIDENT)

- ☐ This policy was forwarded to the Board of Regents on the **Presidential Report (information only)**.  
Date of Board of Regents meeting at which this policy was reported: \_\_\_\_/\_\_\_\_/\_\_\_\_.
- ☐ This policy was forwarded to the Board of Regents as a **Presidential Recommendation (consent agenda/voting item)**.
  - ☐ The Board of Regents approved this policy on \_\_\_\_/\_\_\_\_/\_\_\_\_.  
(Attach a copy of Board of Regents meeting minutes showing approval of policy.)
  - ☐ The Board of Regents rejected this policy on \_\_\_\_/\_\_\_\_/\_\_\_\_.  
(Attach a copy of Board of Regents meeting minutes showing rejection of policy.)