



SBS Admission Procedure

Admission

The School-Based Scholars (SBS) program offers eligible high school students the opportunity to take college classes with NKU at their high school or NKU-approved sites.

Admission Requirements:

High school sophomores, juniors, and seniors are eligible for this program if they meet the following requirements:

- Must have a high school unweighted GPA of 3.0 or higher.
- Must meet any course prerequisites.
- Note: Sophomores may **only** take courses offered at their high school unless granted an exception as noted below.

Students must complete a School-Based Scholars application packet (online application, disclosure, transcript). Test scores (ACT, SAT, and/or AP) must be provided if required as a pre-requisite to a course, however some placement testing may be available. Completed School-Based Scholars application packets do not guarantee admission into the program or eligibility for any specific course. All submitted applications will be reviewed by the School-Based Scholars office for admission eligibility.

High schools may impose additional requirements (above and beyond those stated) for participation in dual-credit courses.

Admission exceptions:

- Sophomores
 - Sophomore students will be limited to only taking classes offered at their high school. If a high school sophomore wishes to take an online or on-campus course, the student must provide:
 - a letter of intent explaining which class they want to take and why they believe they should be permitted to take a class online or on-campus;
 - a letter of recommendation from their high school's principal certifying their approval for the student to participate;
 - a letter of recommendation from a high school educator certifying their belief in the sophomore applicant's academic and emotional capability to participate in college courses.
 - These documents should be submitted with the student's application to the SBS program. Students must still meet any course prerequisites. Applications will then be

reviewed for approval at NKU and students/schools will be notified of the final admission decision.

- Freshmen
 - High school freshmen are unable to participate in the School-Based Scholars program. If a high school freshmen believes they have a strong case for an exception, they need to provide:
 - a letter of intent explaining which class they want to take and why they believe they should be permitted to take a class in our program;
 - a letter of recommendation from their high school's principal certifying their approval for the student to participate;
 - a letter of recommendation from a high school educator certifying their belief in the applicant's academic and emotional capability to participate in college courses.
 - These documents should be submitted with the student's application to the SBS program. Students must still meet any course prerequisites. Applications will then be reviewed for approval at NKU and students/schools will be notified of the final admission decision.

Students wishing to switch from YSA to SBS:

Students may not be admitted into the SBS program mid-semester. YSA students wishing to switch at the end of a term must meet all School-Based Scholars admission and grade criteria. Students wishing to switch must submit their signed disclosure and high school transcript.

If the student is approved, they will be conditionally admitted, pending their final grades in the current semester (they must have a cumulative GPA of 2.0 or higher). If a student has below a 2.0 in the previous semester, they will receive notification (via email and snail mail) indicating their status and the consequences of being on academic warning as outlined in the grade policy below. Admitted students will be switched to School-Based Scholars, and they will be required to meet all SBS requirements (including completion of the orientation on Canvas.)

Additional Program Requirements:

- SBS students may enroll in any number of credit hours each semester up to the maximum allowed for other NKU students. Students should work with their high school counselors and NKU advisor to determine an appropriate number of credit hours for them.
- SBS students cannot earn an associate degree from NKU while in the SBS program.