

# UNDERGRADUATE ADMISSIONS

## Admission Policy

Plymouth State University considers applications for both the fall and spring semesters. Deadlines for priority consideration are as follows: completed applications should be received by April 1 for the fall semester (May 1 for transfer students) and December 1 for the spring semester. The Admissions Office administers a rolling admission program, which provides applicants with prompt action on their request for admission. For additional information, please visit [plymouth.edu/admissions](http://plymouth.edu/admissions) (<http://plymouth.edu/admissions/>).

Students new to Plymouth State must attend New Student Orientation to enroll for their first semester. Exceptions to this policy will be made only under extraordinary circumstances by appeal to the Admissions Office. For more information, please visit: [plymouth.edu/current-students/for-incoming-students/](http://plymouth.edu/current-students/for-incoming-students/) (<https://www.plymouth.edu/current-students/for-incoming-students/>).

To provide reliable assurance of the quality of the educational preparation of its applicants for admission, Plymouth State University supports the efforts of secondary school officials and governing bodies to have their schools achieve regional accreditation status.

## Admission Standards

### Reading Your Application

There is no single answer to the frequently asked question, "What grades do I need to be admitted to PSU?" However, most successful applicants have completed at least:

- four years of English,
- three years of mathematics,
- two years of science,
- two years of social studies, and
- two years of a foreign language, preferred.

Most students have taken at least Algebra I, Geometry, and Algebra II (or an equivalent sequence). Students who do not have this minimum mathematics background, but are otherwise qualified, will need to satisfy the mathematics proficiency requirements within the first 45 credits taken at PSU.

Plymouth State University does use standardized test scores for admission or scholarship consideration. Submitted scores are viewed as voluntary submission of information that an applicant wishes to share with the admissions committee and are not considered to be an academic credential necessary for admission consideration.

While a student's academic record is most important, consideration is also given for character, leadership, initiative, and special talents. The Director of Admissions possesses the authority to make professional judgment exceptions or changes to the admission policy and standards. All offers of admission are subject to the verification of satisfactory completion of the student's senior year when final high school transcripts are received.

## Application Requirements

### First-Year Students

- Completed application for PSU (Common Application); visit [plymouth.edu/apply](http://plymouth.edu/apply) (<http://plymouth.edu/apply/>) for details.
- An official secondary school transcript and evidence of secondary school graduation or a satisfactory secondary school equivalency certificate (GED). Work of high quality in a program that is well balanced is very important. For more information concerning secondary school preparation, students should refer to the section of this catalog pertaining to the specific academic program.
- One recommendation (academic).
- An essay.
- Veterans must submit an official copy of their Joint Services Transcript (JST <https://jst.doded.mil/smart/signIn.do>)

### Transfer Students

- Completed application for PSU (Common Application, PSU Panther Application, or NH Transfer Connection-NH students only); visit [plymouth.edu/apply](http://plymouth.edu/apply) (<http://plymouth.edu/apply/>) for details.
- An official secondary school transcript with date of graduation or a satisfactory secondary school equivalency certificate (GED). This is not required if an applicant has received an associate's degree or higher.
- Official transcripts of all post-secondary work attempted. A minimum grade point average of 2.00 on a 4.00 scale is required for admission consideration. Credits earned with grades of C and above at regionally accredited degree-granting institutions may be considered for transfer at the time of admission to Plymouth State University. Academic work attempted, but not reported at the time of admission, will not be retroactively transferred after enrollment.
- An essay.
- Veterans must submit an official copy of their Joint Services Transcript (JST <https://jst.doded.mil/smart/signIn.do>)

### International Students

- Completed application for PSU (Common Application or PSU Panther Application); visit [plymouth.edu/apply](http://plymouth.edu/apply) (<http://plymouth.edu/apply/>) for details.
- An official secondary school transcript with date of graduation or a satisfactory secondary school equivalency certification, with English translations if appropriate.
- Language Proficiency:
  - TOEFL (Test of English as a Foreign Language) results with a minimum score of 530, or online score of 71; or
  - IELTS (International English Language Testing System) results with a minimum score of 5.5, with no band less than 5.0; or
  - Duolingo English Test results with a minimum of 85; or
  - Attainment of level 112 from ELS; or
  - PTE Academic (Pearson Test of English) results with a minimum score of 46-51.
- Other evidence of ability to use and understand the English language must be submitted by students from non-English speaking countries.
- Declaration and Certification of Finances form.
- Copy of valid passport and visa (if you are a visa holder).

- For international transfer students entering from a non-American institution, transfer credit must be reviewed and evaluated by the Plymouth State University admissions office.

## Home-Schooled Students

- Completed application for PSU (Common Application or PSU Panther Application); visit [plymouth.edu/apply](http://plymouth.edu/apply) (<http://plymouth.edu/apply/>) for details.
- Admission essay.
- A transcript signed by the parent or guardian that documents the successful completion of secondary school education. In addition, an outline of academic studies (may include reading lists, course syllabi, writing samples, or work portfolio) may be required.
- Letter of recommendation from a non-family member (e.g., tutor, employer, clergy, civic leader).
- Satisfactory secondary school equivalency certificate or home school diploma if available.

## Advanced Standing

Outstanding secondary school work is recognized by advanced placement and credit for enriched or accelerated courses. Students may qualify for credit by satisfactory achievement on PSU-approved placement exams, including the College Board Advanced Placement (AP) Test, the College Level Examination Program (CLEP), or DSST. See Transferring Credit (<https://coursecatalog.plymouth.edu/university-policies-procedures/undergraduate-academic-policies/>) section for acceptable scores.

The University also recognizes credit earned through the International Baccalaureate (IB). Of the two IB examination levels (Higher Level and Standard Level), the University recognizes the Higher Level examinations where a score of 5, 6, or 7 has been achieved. Credit will not be given for Standard Level examinations. Students who have taken both AP and IB examinations do not receive credit/placement for both.

## Post-High School Graduation Coursework

Incoming first-year students may take up to six (6) credits during the summer between their senior year and their first semester at PSU without that impacting their classification as a New First Time student.

## New Hampshire Transfer Connections Program

The New Hampshire Transfer Connections Program (NHTCP) is designed for students currently enrolled at one of the campuses of the Community College System of New Hampshire (CCSNH) to enroll in a bachelor program at Keene State College (KSC), Plymouth State University (PSU), the University of New Hampshire at Manchester (UNHM), or the University of New Hampshire at Durham (UNH).

Students applying through NHTCP are guaranteed acceptance and housing at PSU if they have completed a minimum of 24 credits and have a cumulative GPA of 2.5 or above at GSC or the CCSNH college they are attending. Some PSU programs have additional requirements or required documentation in order to apply to them. A student should check with the Admissions Office to make certain all requirements are fulfilled to be considered for the program. A student currently enrolled at GSC or a CCSNH college who does not meet these criteria is still eligible to apply to PSU via the NHTCP.

## Completing the Transfer

In the student's last semester at CCSNH, the student must notify the PSU Admissions Office that they plan to transfer to PSU. The regular transfer application deadline applies to NHTCP students, but there is a special form that will greatly facilitate their transfer. Copies of this form are available from the GSC or CCSNH transfer advisor.

Successful completion of the NHTCP guarantees on-campus housing at PSU. Visit [NHtransfer.org](http://NHtransfer.org) (<http://NHtransfer.org>) for further details.

## Transfer Agreements

Agreements that facilitate the transfer of credit between Plymouth State University and the institutions of the Community College System of New Hampshire exist for specific bachelor programs (see Transferring Credits (<https://coursecatalog.plymouth.edu/university-policies-procedures/undergraduate-academic-policies/>) section). Please visit [plymouth.edu/transfer](http://plymouth.edu/transfer) (<https://www.plymouth.edu/prospective/undergraduate/undergraduate/admissions/transfer-students-application-requirements/>) for further details. For the most up-to-date information, please contact the Admissions Office.

## Preliminary Mathematics Requirement for Students Admitted with Mathematics Deficiency

Students admitted to PSU without high school credit for Algebra I, Algebra II, and Geometry (or equivalent experiences) will be required to remedy that deficiency within the first 45 credits attempted. To remedy a mathematics deficiency, the student must successfully complete one of the following:

- Elementary Algebra (MA 1200) , or
- Level Two on the Mathematics Placement Assessment

Students who have not completed the preliminary mathematics requirement must continually enroll in courses that lead to the completion of this requirement until the requirement has been met.

Students admitted with mathematics deficiency and who fail to complete the preliminary mathematics requirement within the first 45 credits attempted will not be allowed to continue as matriculated students. These students will be allowed to take courses as part-time, non-matriculated continuing education students, and will be eligible to apply for readmission as matriculated students once they have fulfilled the preliminary mathematics requirement.

Elementary Algebra (MA 1200) does not satisfy Mathematics Foundations or any General Education requirement.

## Residency

All students attending Plymouth State University are charged tuition at a rate to be determined by their domicile or residency. Those living within the state of New Hampshire are charged the in-state rate. Those living elsewhere will pay the out-of-state rate.

Students are classified as residents or non-residents for tuition purposes at the time of admission to the University. The residency decision, made by the Admissions Office, is based on information furnished in the student's application and other relevant information.

All applicants living in New Hampshire are required to complete an electronic residency form confirming that they (if financially independent)

or their parents (if financially dependent) have been legally domiciled in New Hampshire continuously for a period of at least 12 months immediately prior to registering for the term for which the student is claiming in-state status. If students maintain residency apart from that of their parents, they must clearly establish that they are financially independent and that their residence in New Hampshire is for some purpose other than the temporary one of obtaining an education at the University. To qualify for in-state status, independent students must have been legally domiciled in New Hampshire continuously for a period of at least 12 months prior to registering for the semester for which in-state status is claimed.

Students admitted from states other than New Hampshire or from foreign countries are considered non-resident throughout their attendance at the University unless they have acquired bona fide domicile in New Hampshire. The burden of proof in all cases of residence is upon the applicant. The University reserves the right to make the final decision concerning residency status for tuition purposes. Students applying for admission should contact the Admissions Office if they have questions regarding residency. Enrolled students should contact the Student Financial Services office at <https://www.plymouth.edu/student-financial-services/contact-us> (<https://www.plymouth.edu/student-financial-services/contact-us/>).

## Establishing/Changing Residency

The residency status of undergraduate students is determined at the time of admission to Plymouth State University and may be changed only by applying for reclassification. Undergraduate students who are currently enrolled may obtain further information on residency changes in the Residency section of the Student Financial Services website: <https://www.plymouth.edu/student-financial-services/policies/residency-information-appeals> (<https://www.plymouth.edu/student-financial-services/policies/residency-information-appeals/>).

Applications for reclassification for a fall semester are due no later than July 1. Applications for a spring semester are due no later than December 1. Applications for the summer semester are due no later than April 1.

If the student is successful in their application for reclassification, the change will be effective the following semester.

## Military Residency Requirements

USNH policy addresses Section 702 of the Veterans Access, Choice and Accountability Act of 2014 ("Choice Act") regarding military residency requirements in Board of Trustees Financial Policies, subsection E, Classification of Students for Tuition Purposes (Residency Rules):

- (10.1) A member of the Armed Forces of the United States stationed in this state under military orders shall be entitled to classification for themselves, spouse and dependent children as in-state for tuition purposes so long as the member remains on active duty in this state pursuant to such orders.
- (10.2) Individuals receiving educational assistance under 38 U.S.C. § 3001 et seq. or 38 U.S.C. § 3301 et seq., including children or spouses of active service members or veterans eligible for educational assistance under 38 U.S.C. § 3311(b)(9) or 38 U.S.C. § 3319, shall be eligible for the in-state rate while living in this state.

## New England Regional Student Program (NEBHE)

Plymouth State University participates in a regional cooperative program administered by the New England Board of Higher Education (NEBHE). The Regional Student Program enables residents of New England to attend an out-of-state public college or university within New England at reduced tuition for certain degree programs that are not available within their own state's institutions and have been designated by PSU. The NEBHE discount is only awarded to incoming students who enroll in a degree program approved by NEBHE. If a student switches out of their original degree program, the NEBHE discount will be removed, even when switching to another NEBHE-approved degree program. Likewise, the discount will not be applied if a degree program becomes NEBHE-approved after the student has already entered PSU. There are no exceptions.

If a student switches out of a NEBHE eligible degree program, the tuition rate will not change until the following semester. If PSU discontinues a degree program, students will remain at the reduced tuition rate provided they remain in the original NEBHE program and are continuously enrolled.

In a student changes their state of residency, it is their responsibility the Office of Student Financial Services (<https://www.plymouth.edu/student-financial-services/>) to ensure their bill is adjusted. Students who fail to notify SFS will have their change in residence noted during the next review of their eligibility to continue receiving the NEBHE discount, and will be reviewed by student affairs for a possible conduct violation.

To see a complete listing of NEBHE eligible programs please visit: <https://www.plymouth.edu/admissions/financial-services/financial-assistance/regional-student-program> (<https://www.plymouth.edu/admissions/financial-services/financial-assistance/regional-student-program/>).

Plymouth State University evaluates the amount of tuition reduction prior to the start of each semester. Increases (to the amount tuition is reduced by) only affect new students and are not retroactively applied to current or returning Plymouth State University students.

The purpose of the program is to expand opportunities in higher education for New England residents by making available on equal basis courses not commonly offered at every institution. This tends to reduce duplication of courses among institutions and to utilize more efficiently the higher education facilities of each state. Each summer, the New England Board of Higher Education evaluates new and existing programs for eligibility. The most accurate information about this program may be obtained through the PSU Admissions Office, any high school guidance counselor, or the

New England Board of Higher Education  
45 Temple Place  
Boston MA 02111  
(617) 357-9620  
<https://nebhe.org/tuitionbreak/>

## Guaranteed Admission for Associate Degree Earners

Any student who has earned an Associate Degree in the last three years from an accredited Community College will be guaranteed admission to Plymouth State University, with the following conditions:

1. To apply students must submit the Panther Application, Common Application, or NH Transfer Application.
2. Any student who earned their Associate Degree more than three years ago will follow the standard transfer application process.
3. Guaranteed admission does not imply guaranteed acceptance into degree programs.
4. A review of all Associate and post-Associate transfer credits will take place after the point of admission.
5. All transfer credits will be reviewed following Plymouth State University's standard course evaluation practice unless the student qualifies for an applicable articulation agreement.

## Readmission

All matriculated undergraduate students must be enrolled in at least one credit in each regular semester, spring or fall, or they will be withdrawn from the University. All matriculated graduate students must be enrolled in at least one credit each year. Graduate students who remain un-enrolled for 12 consecutive months will be withdrawn from the university. Students who have matriculated at Plymouth State University but who have interrupted their enrollment must apply for readmission through the Admissions Office. The application deadline for readmission is the first day of the part of the term the student wishes to resume their studies. Students who have attended another college during their absence from PSU must submit an official college transcript. Undergraduate students returning for winterim or summer session to complete their degree do not need to apply for readmission, instead they should enroll via Continuing Education. Additionally, they must submit a Degree Conferral Application to the registrar.

The catalog to be used to determine degree requirements may be no older than the academic year of official admission. Students who have not been enrolled for one semester or more will return to the university under the degree requirements of the **current catalog**. Students may petition the Office of Academic Affairs to use the requirements from a previous catalog that is no more than 3 academic years prior to the petition date.

Students may be allowed to use the general education requirements of their original catalog, or a previous catalog if the courses are still offered. The student must meet all general education requirements from one catalog.