

CS 3.4.3 - Admissions Policies

The institution publishes admissions policies consistent with its mission.

Compliance Finding: In Compliance

Narrative:

The mission of the University of South Carolina Beaufort [i] (USC Beaufort) brings the University of South Carolina's [ii] statewide mission of teaching, research, scholarship, and public service to the rapidly growing Lowcountry of South Carolina. The mission additionally states that “USC Beaufort offers baccalaureate degrees that respond to regional needs, draw upon regional strengths, and prepare graduates to participate successfully in communities here and around the globe. The institution also supports the USC Extended Graduate Campus, which provides local access to graduate courses and programs.”

The University of South Carolina Beaufort’s Admissions Office facilitates the recruitment and admissions process of prospective students. Admission policies are published in the USC Beaufort Bulletin [iii] and on the Admissions Office web page [iv].

General Admission

An application for admission must be submitted and approved and an official notification of acceptance issued by the Office of Admissions before any person may enroll in an undergraduate course. Before action can be taken on an application for admission, all credentials required by University policy must be received by the admissions office, which has responsibility for evaluation of credentials for the purpose of admission. First-time applications must be accompanied by a non-refundable application fee specified on the application form. Application forms may be obtained from the USC Beaufort Office of Admissions or the Admissions Office web page [v].

USC Beaufort reserves the right to place conditions on the admission of any student. In the event such action is taken, the conditions will be clearly explained in the letter of conditional acceptance.

Admission of freshman students is based on high school course selection, high school grade point average and SAT or ACT scores. Freshman applicants must submit:

1. Completed application
2. Specified non-refundable application fee
3. Official high school record complete up to the time of application with a minimum of 2.0 GPA
4. Entrance examination scores (either SAT [minimum score of 750] or ACT [minimum score of 17]).

Students must submit a final high school transcript showing date of graduation as soon as possible after completion of high school.

SAT and ACT scores admission requirements for fall 2008 have been updated and are available on the Admissions Office web page [\[vi\]](#).

Entrance examination scores on the SAT I require a minimum score of 800 on combined critical reading and math. Entrance examination scores on the ACT is a composite score of 17.

Prospective students must have adequate preparation for the curriculum in which they plan to enroll. At a minimum, applicants for admission are required to complete a college preparatory program with units distributed among the following academic subjects (20 units required);

1. English (4 units). At least two units must have strong grammar and composition components, at least one must be in English literature and at least one must be in American literature. Completion of college preparatory English I, II, III, and IV will meet this criterion.
2. Mathematics (3 units). The three units of mathematics must include Algebra I, Algebra II, and Geometry. (Applied Mathematics I and II may count together as a substitute for Algebra I if a student successfully completes algebra II.) A fourth, higher-level mathematics course is strongly recommended (i.e., Algebra III/trigonometry, pre-calculus, or calculus).
3. Laboratory Science (3 units). Two units must be taken in two different fields and selected from among biology, chemistry, or physics. The third unit may be from the same field as one of the first two units (biology, chemistry, or physics) or from laboratory science for which biology and/or chemistry is a prerequisite. Courses in earth science, general physical science, or introductory or general environmental science for which biology and/or chemistry is not a prerequisite will not meet this requirement.
4. Social Studies (3 units). Three units of social studies. One unit of U.S. history is required; a half unit of economics and a half unit of government are strongly recommended.
5. Foreign Language (2 units). The two units of foreign language must be in the same language.
6. Academic Elective (4 units). Four college preparatory units must be taken from at least three different fields selected from computer science, English, fine arts, foreign languages, humanities, laboratory science (excluding earth science, general physical science, general environmental science, or other introductory science courses for which biology and/or chemistry is not a prerequisite), mathematics above the level of Algebra II, or social sciences. It is suggested that one unit be in computer science, which includes programming and one unit in fine arts (appreciation of, history, or performance).
7. Physical Education (1 unit). One unit of physical education or ROTC is required.

In addition to completion of the above units, students must meet requirements based on entrance examination scores and weighted core GPA. Applicants must apply for and take the required entrance examinations (SAT or ACT) in advance of the term for which they seek admission and they

are responsible for having the results of these examinations sent to USC Beaufort. Applicants over the age of 25 may not be required to submit entrance examination results; however, they must submit other credentials which give evidence of reasonable academic potential. Entrance examination scores may be required in the absence of satisfactory credentials or evidence of potential.

Freshman applicants who meet the course requirements will be evaluated on the basis of high-school grades, class rank and entrance examination scores. These factors will be used to determine the applicant's probability of completing the requirements for the desired degree. Applicants who have earned a cumulative average of C+ on the defined preparatory units above and who score 800 on the SAT or 17 on the ACT will be admitted to USC Beaufort. Higher grades may offset lower entrance examination scores and higher examination scores may offset lower grades. Exception to admission requirements will be considered for applicants who present written documentation to the Director of Admissions for review and re-evaluation of original decision.

Special Admission Categories

Applicants who wish to attend USC Beaufort for one semester or on some limited basis may be approved to do so upon submitting an application. The admissions office reserves the right to determine the proper category of admission and to determine what credentials may be required. Each category of students desiring to attend USC Beaufort are described below:

Special Students This category is for part-time applicants who are not interested in earning a degree at USC Beaufort. A maximum of 30 semester hours may be earned in this category. Applicants who have been officially denied admission as degree-seeking students are not eligible for admission as special students. Courses completed as special students carry full University credit; however, none of the hours are applicable to a degree until the student applies and qualifies for admission to a degree program. Usually no credentials are required if the applicant has no plan to seek a degree.

Concurrent Concurrent Admission is a program offered by the University of South Carolina Beaufort to high school juniors and seniors. It provides an opportunity for students who are capable of meeting an increased challenge to earn college credit by taking courses offered by USC Beaufort while still enrolled in high school. To be considered for this program, students must submit: an application for admission, high school transcripts, and approval from high school principal or guidance counselor. Student eligibility requirements are:

- Student must be a junior or senior in high school
- Students must submit a high school transcript and rank in the top 25% of their high school
- Approval from their high school (Principal or Guidance Counselor)
- Avoid courses which are offered by the student's high school
- Must meet the prerequisites of any course before enrolling in that course

Students admitted to this program will be enrolled in regular college courses in general subject areas, chosen in consultation with the student so as to complement their high school program. Counseling is available and it is highly encouraged that students make an appointment for an interview. An official notification of acceptance is issued by the Office of Admissions and is required for

enrollment into undergraduate courses.

Audit Anyone may audit courses of his/her choice at USC Beaufort. To audit courses, apply as a special student. Auditing is granted on a space-available basis only. An admission application and the application fee must be submitted. Once audited, a course may not be taken for credit [\[vii\]](#).

Military Special In order to qualify for this category, certification of active duty military status is required. Persons attending USC Beaufort in any of these categories will be non-degree candidates. Credit earned while attending as a non-degree student may be used toward a degree only after the student has applied for and been accepted into a degree program. An applicant denied admission to any degree category is not eligible for admission as a special student. The period of enrollment in these categories is limited by either time or number of allowable credits. The official acceptance letter explains all enrollment restrictions for the category in question. Non-degree students are not eligible for financial aid or veterans benefits.

Readmission

Application for readmission must be submitted by any former student who wishes to return to USC Beaufort after missing a major (fall or spring) semester. Summer sessions do not count as a major semester in this instance. Applications for readmission are obtained from the Office of Admissions and when completed should be returned to the admissions office. Readmission to USC Beaufort and to the program in which the student was previously enrolled is not automatic.

Students who attend USC Beaufort as special students (including probationary or non-degree candidates) are not considered for readmission because these students were not fully admitted to USC Beaufort originally. If special students wish to return to USC Beaufort as degree-seeking candidates, they must apply for regular admission as freshmen or transfer students, furnishing all official transcripts and any entrance test scores which may be required.

Students who leave USC Beaufort in good standing, miss one or more major semesters, and attend another institution while away must submit the application for readmission and official transcripts of all college-level work attempted during their absence from USC Beaufort. Such applicants must meet the same requirements as transfer students.

A student who leaves USC Beaufort on suspension must apply for readmission upon completion of the period of suspension and qualify for readmission to the major program requested. To attempt to return to USC Beaufort prior to the completion of the suspension period requires:

1. an application for readmission and a petition for reinstatement if a major semester has been missed; or
2. a petition for reinstatement if the attempt is being made after notification of suspension but prior to missing a major semester.

If students attend another college-level institution while suspended from the USC Beaufort, they must maintain a satisfactory average at that institution in order to retain the privilege of being considered for readmission at the conclusion of their suspension. USC Beaufort does not transfer credit earned during a period of suspension, but the quality of grades could affect the decision on readmission.

Senior Citizens

Senior Citizens (age 60 and older) are entitled to enroll on a “space-available” basis without the required payment of tuition. Senior citizens are required to pay all other applicable fees. Senior citizens may apply as undergraduate students or as non-degree seeking students and request a waiver of tuition; however, senior-citizens who wish to receive the tuition waiver benefit must wait until the third day of classes to register. If a senior-citizen wishes to guarantee a seat in a class, s/he should enroll prior to the first day of the semester and pay all tuition and fees. Refunds will not be allowed should space still be available on the third day of class.

Summer School

New undergraduate students entering USC Beaufort for the first time in a summer term who expect to continue studying toward a degree submit only one application. They must meet all requirements for admission as degree-seeking students before the beginning of the summer term.

Students who wish to attend USC Beaufort for the summer only should apply as special students under the “Non-degree” Candidate” paragraph included in this section. Students enrolled in degree programs in another college who wish to take summer courses at USC Beaufort as transients should seek written approval to take specific USC Beaufort courses from a dean or department chair in their home college.

Provisional Admittance

USC Beaufort provides a transitional admission program for students who do not meet the regular admission requirements, but demonstrate academic potential. Students admitted provisionally are required to meet stipulations as outlined in the letter of acceptance. Students who do not meet stipulated requirements during the first semester will not be allowed to continue their enrollment after their initial semester.

Non-Traditional Students

Non-traditional students at USC Beaufort are typically students who are 25 years of age or older. Non-traditional students may also be students who do not attend college the semester after they graduate from high school.

Non-traditional students must submit the same credentials as other students (high school and college transcripts). Students over the age of 25 may not be required to submit SAT or ACT results; however, students without SAT or ACT scores must submit other credentials which provide evidence of reasonable academic potential.

Students may validate the knowledge they have gained through work or public service experiences by submitting the results of CLEP (College Level Exam Placement) subject exams, taking USC Beaufort challenge exams, submitting documents indicating educational experiences in the military, or submitting credits earned for USC correspondence courses. Appropriate scores, which have been established by USC Beaufort, states that a maximum of 30 semester hours of non-traditional credit may be applied to a baccalaureate degree.

International Student Admission

All international students applying for admission to an undergraduate degree program must complete an international student application, and submit it to the Admissions Office at USC Beaufort. All international students must submit bank statements or certified statements for financial ability to provide approximately \$26,500 or more for twelve months' total expenses. This is required before the I-20 certificate of eligibility can be signed. International applicants are also required to pay a \$500.00 processing fee before attending their first semester.

Due to the difficulties associated with international postage and traveling, international students are encouraged to submit an application at least five months prior to the semester the student wishes to enter. Deadline for applications is July 1st for the fall semester and November 1st for the spring semester. International students who do not meet regular admission requirements and decide to petition for admission may not have adequate time to complete the admissions process. In such cases, their application will be considered for the following semester.

Freshmen applicants from other countries are required to submit:

- Official copies of secondary school (high school) transcripts;
- TOEFL scores (550 on the standard or 213 on the computer-based version);

Requirements for the Associate Degrees [\[viii\]](#) and Baccalaureate Degrees [\[ix\]](#), as well as each department's purpose statement, goals, and curriculum requirements (including general education requirements) are also published in the Bulletin [\[x\]](#).

The process for developing degrees and programs ensure that these requirements are based on widely accepted standards for undergraduate education. Such conformity is assured in four major ways. First, all content for academic programs (including general education) are developed by faculty and all academic proposals follow the South Carolina Commission on Higher Education (SCCHE) Guidelines [\[xi\]](#). Thus, the process ensures that standards and practices are monitored and maintained.

Second, the USC Beaufort Mission Statement [\[xii\]](#) indicates USC Beaufort's commitment to offering programs:

“...that respond to regional needs, draw upon regional strengths ...” such as Business, Education, Hospitality, Nursing, Human Services, that are examples of degrees in “...mathematics and the natural sciences, humanities, and professional and social sciences. Its curriculum is designed to promote acquisition of knowledge and, through it, the intellectual dispositions and skills that encourage depth of understanding, tolerance of others and individual accountability.”

Third, a comparison of USC Beaufort's descriptions and requirements with those of our sister institutions at Aiken [\[xiii\]](#) and Upstate [\[xiv\]](#) demonstrate that USC Beaufort is conforming to the commonly accepted standards and practices for degree programs within the USC system. Fourth, where appropriate, USC Beaufort programs meet specialized accreditation requirements (For example, Early Childhood Education and Nursing).

Supporting Documentation

- [i USC Beaufort -- Mission](#)
- [ii University of South Carolina -- Mission Statement](#)
- [iii USC Beaufort Bulletin -- Admissions Policies](#)
- [iv USC Beaufort Admissions Office](#)
- [v USC Beaufort Admissions -- Application Form](#)
- [vi USC Beaufort Fall 2008 Admissions Standards](#)
- [vii USC Beaufort Bulletin -- Admissions Regulations](#)
- [viii USC Beaufort Bulletin -- Associate Degree Requirements](#)
- [ix USC Beaufort Bulletin --Baccalaureate Degree Requirements](#)
- [x USC Beaufort Bulletin -- Departmental Curriculum Requirements](#)
- [xi South Carolina Commission on Higher Education \(SCCHE\) Guidelines](#)
- [xii USC Beaufort -- Mission](#)
- [xiii USC Aiken Program Descriptions and Requirements](#)
- [xiv USC Upstate Program Descriptions and Requirements](#)