To: UFC  
From: Alex Tanford, Chair of Policy Review Committee  
Date: November 12, 2019  
Re: ACA-54, Establishing Campus Undergraduate Admission Policies

A. The UFC Policy Review Committee has reviewed ACA-54 and has determined:

1. The policy was enacted in 1987 and no longer reflects best practices in college admissions.

2. A review of the policy’s requirement that SAT/ACT test scores be submitted was requested by several faculty governance organizations and campus enrollment administrators in light of a national trend to move to test-optional admissions.

3. An updated policy on applicants with criminal records was requested by an IUB task force on students with criminal histories.

4. The sections on transfer students are unchanged. See Standards and Guidelines §§ B and C.

5. The revised policy clarifies that units and programs may adopt admission standards appropriate to that unit that differ from the general campus standards, e.g., the Jacobs School of Music. See Policy Statement § E.

6. The revised policy makes five changes:

   a. It gives each campus the discretion to adopt a test-optional admissions policy. See Standards and Guidelines § A.1.

   b. It deletes the following paragraph as meaningless and inconsistent with contemporary admission practices.

      Historically, Indiana University’s goal has been that its first-time undergraduate students should have scored above the median score of all Indiana high school students on the SAT or ACT exams and should have had a high school rank in the upper half of their class if an Indiana resident and in the upper one-third of their class if not an Indiana resident.

   c. It deletes from the university-level policy the following section that required all applicants to have had the same fixed high school curriculum. The decision whether to require a fixed set of high school prerequisites has been delegated to individual campuses. The deletion does not imply that the Committee disapproves of it. See Standards and Guidelines § A.2.

      Indiana University has adopted the following standards for academic preparation to ensure that its undergraduate students are properly prepared for college work. All persons applying for admission to baccalaureate programs should complete, before they
matriculate, at least thirty (30) courses/credits of college-preparatory courses, advanced placement courses, and/or college courses [NOTE: the phrase “one course/credit” means a typical, one-semester course, such as a one semester course in high school, a three credit-hour college semester course, or a four credit-hour college quarter course], including:

- eight credits of English, of which one credit may be speech and one credit may be journalism;
- four credits of algebra and two credits of geometry or an equivalent six credits of integrated algebra and geometry;
- four credits of social science consisting of two credits of U.S. history and two credits of world history/civilization/geography;
- four credits of science including two credits of biology and two credits of chemistry or physics or integrated chemistry-physics or college-preparatory science;
- eight credits of additional college-preparatory courses - courses in foreign/world languages, mathematics, physical and biological sciences, and social sciences are recommended.

d. It adds a requirement that each campus have a policy requiring individualized decisions for applicants with criminal records. See Standards and Guidelines § A.6.

e. It adds military service to list of kinds of evidence that can show college preparedness. See Standards and Guidelines § A.1.

B. The proposed policy revision has been circulated for comment. The revised ACA-54 has been developed in consultation with the university chief policy officer, and has been circulated to senior university administrators and the co-chairs of the UFC for comment, and discussed with campus enrollment officers. All comments incorporated.

C. The Committee moves that the UFC adopt the following amended version of ACA-54, Establishing Campus Undergraduate Admission Policies:

Scope
All campuses.

Policy Statement

A. Indiana University is committed to the goals of quality, full diversity, and access in its admissions policies. The university will strive to have an undergraduate student body whose members are well-qualified for the university’s courses and programs and who represent the full range of diversity within our state, nation, and world.
B. Indiana University will base its admission decisions on the academic quality of the applicants; no one will be denied admission on grounds of sex, age, race, religion, ethnic origin, veteran status, disability, or sexual orientation.

C. Indiana University will base its admission decisions on an overall evaluation of applicants’ merits, strengths, and weaknesses. Applicants should demonstrate combinations of academic preparation, aptitude, motivation, and maturity that promise success in Indiana University’s academic programs. Indiana University does not use a rigid set of rules. Admission to the University is at the discretion of the University and is specific to the campus applied to.

D. The faculty governing organization for each campus shall set the admissions policies and standards for students applying to that campus, consistent with this policy.

E. Admission standards, including test score and grade standards, should aim to meet both the campus’ need for its students to be adequately prepared and qualified to succeed in the academic work required of its undergraduates, and the applicants’ needs to have a realistic indication of the preparations and qualifications required to succeed in the academic work.

F. The standards should recognize that there are not sharp numerical borderlines between applicants who are likely to succeed at the university and those who are not. Any campus that sets numerical guidelines for high school class rank, GPA, or test scores, should aim for a realistic and flexible standard.

G. On each campus, the faculty of schools, programs or other academic units may, in consultation with the Provost/Chancellor, set admissions policies appropriate to that unit that differ from, are in addition to, or are more rigorous than, the general campus admission standards.

H. An applicant may simultaneously apply for admission to more than one campus.

I. Applicants who are not admitted should be advised of what steps to take in order to be reconsidered at a later date.

**Reasons For Policy**

Setting admissions standards for undergraduates is an important function of the faculty under Section 2.2 of the Constitution of the Indiana University Faculty. Because the campuses serve different undergraduate constituencies and have different academic missions, the primary responsibility for setting those standards lies with the faculty of each campus.
Standards and Guidelines

A. All Undergraduate Students

1. Each campus admission policy must include a requirement that applicants submit evidence of verbal, quantitative, and reasoning abilities; academic motivation; college preparedness; and maturity. Such evidence may consist of any of the following in any combination:
   a. Performance on nationally standardized exams such as the SAT or ACT.
   b. Performance in high school, such as class rank and grades, including the trends of an applicant’s grades over time.
   c. Personal essays
   d. Extra-curricular activities, community service and work experience
   e. Military service
   f. Letters of recommendation.

2. Each campus and unit may require applicants to have taken a diverse set of relevant college-preparatory courses in high school in subjects such as English, mathematics, social science, history, biology, physical science, and foreign language. Any such policy must include a procedure for considering the applications of students who could not complete the requirements because they were not available at the applicant’s high school or for other good reasons.

3. An applicant should normally have a high school diploma before matriculation. Indiana residents should have completed a Core 40 high school diploma or equivalent, or a Core 40 with Academic Honors diploma. Each campus should have a policy for considering the applications of students who do not have the required diploma.

4. Admission decisions may also take account of known strengths and weaknesses of an applicant’s high school or other college preparatory programs and the trends of applicants’ grades in college-preparatory courses.

5. Each campus admission policy must provide guidelines for assessing the academic preparation of applicants who were home-schooled, attended schools outside the United States, did not complete high school, or for any other reason lack traditional indicia of academic preparation. Such guidelines may include obtaining a high school equivalency diploma.

6. For applicants who are at least twenty-one years old or have been out of high school three or more years, admission can be based also on factors such as a high school equivalency diploma, maturity, work experience, and military service, as determined by the respective campuses, schools and academic programs to which they apply.

7. Each campus shall have a policy for individual consideration of the application of a student with a prior criminal or juvenile record and may not automatically deny admission to the applicant.
8. Each campus may have a policy allowing the admission of students on a probationary basis, which may include faculty sponsorship.

9. Each campus admissions policy should assign responsibility for implementing it to a vice-provost/chancellor for enrollment or other appropriate campus officer, who shall report to the campus faculty governance organization from time to time on the qualifications of admitted students and the level of student academic quality and success.

B. External Transfer Students

1. Applicants who have previously attended one or more community colleges, colleges, and/or universities must satisfy the following additional requirements:
   a. Applicants must submit official transcripts from all institutions previously attended.
   b. For applicants who have attended a community college, college or university within the past three years, the transcripts must show a cumulative grade point average of at least 2.0 on a 4.0-point scale for Indiana residents and for non-residents for whom there are applicable tuition-reciprocity agreements, and at least 2.5 on a 4.0-point scale for others.

2. Applicants who have more than 26 transferable semester hours may submit those hours as additional proof of academic ability and preparedness.

C. Inter-Campus Transfer Students

Applicants for transfer between campuses of Indiana University must have a cumulative grade point average of at least 2.0 and must satisfy any admission standard for the campus to which the student is transferring that is in addition to or more rigorous than the standard on the campus from which the student is transferring, including a higher grade point average if it is required by that campus.

DEFINITIONS

“Admission” refers to a student’s first acceptance to be an undergraduate on a campus. It does not include acceptance into a school, unit, program or department after the student has been admitted to the campus.

“High school equivalency diploma” includes the GED, HiSET, TASC or their equivalent.

“Provost/chancellor” includes that officer’s designee.