

**3361:40-15-12**

**International students: admission and english requirements.**

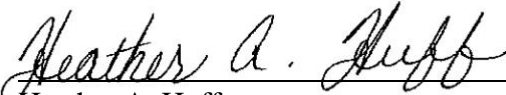
- (A) Official application. A formal and complete application for admissions must be completed by the prospective student and submitted to the appropriate admission office. A complete application is defined as fully responding to all questions included on the application and all supporting documents required by the specific program (i.e. official transcripts, writing samples, applicable test scores) in accordance with published deadlines.
- (B) Official transcripts. Official transcripts from all secondary schools, colleges and universities attended must be submitted directly from the institution. Photo copies of original documents must bear the signature of the registrar or other authorizing entity and the seal of the issuing institution. All documents not issued in english must be accompanied by notarized english translations.
- (C) Test scores:
  - (1) Graduate students: graduate applicants should plan to take the Graduate Record Exam (GRE). Although not required for every academic program, it is used in determining financial aid awards.
  - (2) College of business graduate students: applicants for the graduate programs in the college of business are required to take the Graduate Management Admission Test (GMAT).
  - (3) Undergraduate students: the results of the American College Test (ACT) or the Scholastic Aptitude Test (SAT) are required for all freshmen undergraduate applicants. If freshmen applicants have difficulty arranging to take one of these examinations during the application process, they should contact the undergraduate admission office for waiver options. To assure appropriate placement, all undergraduate students are subject to english placement tests during new student orientation.
- (D) English language requirements.
  - (1) Graduate students: proof of english proficiency is required of all applicants whose native language is not english. Students can demonstrate english proficiency by taking the Test of English as a

Foreign Language (TOEFL) or the International English Language Testing System (IELTS).

- (a) This requirement may be waived for an international student who has a degree from an accredited United States college or university and who can document having studied english while a student at that institution.
  - (b) Minimum scores are published on the university of Cincinnati graduate school web site. Many programs have established higher scores; where this is the case, requirements are published with program admission criteria.
    - (c) The “Oral English Proficiency” (OEP) testing program is used to assess the oral english language skills of graduate students who are nonnative speakers of english and receive financial awards from university of Cincinnati general funds. Students whose oral english proficiency has not been officially certified may not assume instructional responsibilities.
  - (d) Alternative assessments to the TOEFL, the IELTS and the OEP may be accepted with the approval of both the graduate program to which the student has applied and the graduate school.
- (2) Undergraduate students: students whose native language is not english are required to demonstrate english proficiency by submitting scores from one of the following tests: Scholastic Aptitude Test (SAT), American College Test (ACT), Test of English as a Foreign Language (TOEFL) or International English Language Testing System (IELTS).
- (a) This requirement may be waived for an international student who has taken a full year of high school or college courses in the United States for which the study of english was part of that study and for students who have earned a passing score on the O-level exam (GSE).

- (b) Minimum scores are published on the university of Cincinnati undergraduate admissions web site. Some programs have established higher scores; where this is the case, requirements are published with program admission criteria.
  
- (c) Alternative assessments to the TOEFL, the SAT, the ACT and the IELTS may be accepted with the approval of the university of Cincinnati undergraduate admissions office.

Effective: June 8, 2007

Certification:   
Heather A. Huff  
Executive Assistant to the Board of Trustees & University President

Date: May 22, 2007

Promulgated under: R.C. Section 111.15  
Rule amplifies: R.C. 3361.03;  
R.C. 3345.06.  
Prior effective date: March 16, 1978  
February 25, 1985