

**From the Board of Trustees of State Institutions of Higher Learning Policies and Bylaws updated through
February 15, 2006**

SECTION 600 - STUDENT AFFAIRS

601 ADMISSION STANDARDS

601.01 GENERAL POLICY: The Board shall have the authority to establish minimum standards of achievement as a prerequisite for entrance into any of the institutions under its jurisdiction, which standards need not be uniform between the various institutions and which may be based upon such criteria as the Board may establish. A manual (*Admission Standards, Developmental Education Curriculum and Core Undergraduate Requirement for University System Institutions*) to assist the institutions in proper implementation of *Board Policy* and to assure compliance with the requirements set forth by the Board is on file at the Office of the Commissioner.

Each institution shall be required to include their admission requirements in their respective catalogs.

Miss. Code Ann., §37-101-15, as amended.
(BT Minutes, 9/90; 9/93; 1/98; 1/2003)

601.02 FRESHMAN ADMISSION REQUIREMENTS FOR UNIVERSITY SYSTEM INSTITUTIONS

The high school course requirements set forth below are applicable to students graduating from high school. Institutions will develop equivalent standards for out-of-state applicants, earlier high school graduates and other applicants not covered by this policy.

Any student who was not eligible for regular admission and who has not successfully completed the Summer Developmental Program must attend an accredited institution of higher learning other than those under the governance of the Board of Trustees and must attain a "C" average (2.0 GPA on a 4.0 scale) in the following 24 transferable semester credit hours to be eligible to transfer to an IHL institution:

6 semester hours	English Composition
3 semester hours	College Algebra or above
6 semester hours	Laboratory Science
9 semester hours	Transferable Electives

All other transfer students are subject to the following requirements:

**A. HIGH SCHOOL COURSE REQUIREMENTS
(College Preparatory Curriculum)**

Subject Carnegie Units Contents and Remarks

English	4	All must require substantial communication skills components (i.e., reading, writing, listening, and speaking).
Mathematics	3	Includes Algebra I, Geometry, and Algebra II. A fourth class in higher level mathematics is highly recommended.
Science	3	Choice of Biology, Advanced Biology, Chemistry, Advanced Chemistry, Physics, and Advanced Physics or any other science course with comparable rigor and content. One Carnegie unit from a Physical Science course with content at a level that may serve as an introduction to Physics and Chemistry may be used. Two of the courses chosen must be laboratory based.
Social Studies	3	Courses should include United States History (1 unit), World History (1 unit with substantial geography component), Government (1/2 unit), and Economics (1/2 unit) or Geography (1/2 unit).
Advanced Electives	2	Requirements may be met by earning 2 Carnegie units from the following areas/courses, one of which must be in Foreign Language or World Geography:

Foreign Language
World Geography
4th year lab-based Science
4th year Mathematics

Computer Applications	½	Course should emphasize the computer as a productivity tool. Instruction should include the use of application packages, such as word processing and spreadsheets. The course should also include basic computer terminology and hardware operation.
Pre-High School Units		Algebra I or first year Foreign Language taken prior to high school will be accepted for admission provided the course content is the same as the high school course.

B. FULL ADMISSION

Full admission will be granted to the following:

- (1) All students completing the College Preparatory Curriculum (CPC) with a minimum of a 3.20 high school grade point average (GPA) on the CPC; or
- (2) All students completing the College Preparatory Curriculum (CPC) with (a) a minimum of a 2.50 high school GPA on the CPC or a class rank in the top 50%, and (b) a score of 16 or higher on the ACT (Composite); or
- (3) All students completing the College Preparatory Curriculum (CPC) with (a) a minimum of a 2.00 high school GPA on the CPC and (b) a score of 18 or higher on the ACT (Composite); or
- (4) NCAA Division I standards for student athletes who are "full-qualifiers" are accepted as equivalent to the admission standards established by the Board.

In lieu of ACT scores, students may submit equivalent SAT scores. Students scoring below 16 on the ACT (Composite) or the equivalent SAT are encouraged to participate in the Year-Long Academic Support Program during their freshman year.

C. ACADEMIC PLACEMENT RESULTING FROM VARIOUS DEFICIENCIES

Those Mississippi residents who applied and failed to meet Full Admission Standards along with any Mississippi high school graduate regardless of academic performance may, as a result of review, be admitted to the summer or fall semester.* The ACT is not a requirement in this category. The review shall involve a consideration of high school performance, ACT scores (if available), placement testing, special interests and skills as well as other noncognitive factors. The review shall result in placement in one of the following categories:

1. Full Admission

As a result of the review, students in this category may be placed as if admitted under Section B. In addition, students may be required to enroll in selected college level courses in science and social science equivalent to high school courses in which their background is inadequate. These courses will yield institutional credit.** Other students in this category may be required to participate in the Year-Long Academic Support Program.

2. Full Admission with Academic Deficiencies

Students who have not demonstrated adequate readiness in English or Reading or Mathematics will be granted Full Admission with Academic Deficiencies to the Summer Developmental Program. This is an intensive program that concentrates on those high school subject areas (English, Reading, and Mathematics) that are applicable to success in first-year college courses. These courses carry institutional credit.** Students who successfully complete the summer program, by passing developmental English, developmental Mathematics, developmental Reading and the Learning Skills Laboratory courses, will receive admission to the fall term with mandatory participation in the Year-Long Academic Support Program. Students who fail to successfully complete the Summer Developmental Program are not eligible for enrollment in the regular academic year and will be counseled to explore other post-secondary opportunities, including those offered by community colleges.

D. YEAR-LONG ACADEMIC SUPPORT PROGRAM

This program is designed to assist those students admitted with academic deficiencies, as well as other volunteer students, with their freshman courses. The Year-Long Academic Support Program will consist of classroom, individual, and computer-assisted instruction along with career counseling in a laboratory setting. The Program carries institutional credit.**

***Non-resident students who do not qualify for Full Admission may be considered for admission under this category through special requirements set by the Board of Trustees and available from each institution.**

****Institutional credit courses do not count toward graduation but carry all other academic requirements.**

(BT Minutes, 5/92; 9/93; 9/94; 3/95; 10/95; 9/96; 1/98; 2/2005)

601.0201 INTERMEDIATE COURSES

- A. All entering freshmen enrolled at an IHL university with an ACT Mathematics subtest score of 16 or less will be required to take Intermediate Algebra during their first semester of enrollment. Students whose Mathematics subtest score is 17, 18 or 19 should be strongly encouraged to take Intermediate Algebra.
- B. All entering freshmen enrolled at an IHL university with an ACT English subtest score of 16 or less will be required to take Intermediate English during their first semester of enrollment. Students whose English subtest score is 17, 18 or 19 should be strongly encouraged to take Intermediate English.
- C. All entering freshmen with an ACT Reading subtest score of 16 or less will be required to take Intermediate Reading during their first semester of enrollment. Students whose Reading subtest score is 17, 18 or 19 should be strongly encouraged to take Intermediate Reading. Students taking Intermediate Reading should not be permitted to take reading-intensive courses, such as History.
- D. Students taking two or more intermediate courses must enroll in the year-long Academic Support Program and will not be permitted to take more than 17 semester hours, including intermediate courses and the Academic Support Program.

These recommendations will take effect at the beginning of the 2005-2006 academic year.

(BT Minutes, 2/2000; 2/2005)

601.03 STUDENTS TWENTY-ONE YEARS OF AGE OR OVER

A student 21 years of age or over who does not meet admission requirements as set forth under *Section 601 Admission Standards et seq.* may apply for admission as a nondegree-seeking student. Admission may be granted for such programs or courses as he or she may be prepared to enter. Degree-seeking student status may be achieved by meeting admission standards as set forth under *Section 601 Admission Standards et seq.* or by completing a minimum of twelve (12) credit hours with a "C" average or over.

(BT Minutes, 5/99)

601.04 APPLICANTS UNDER AGE 21 WITHOUT HIGH SCHOOL DIPLOMA

Applicants under age 21 who have not graduated from a regionally accredited high school must submit qualifying scores on the General Education Development Test (GED) or be home-schooled. Submission of scores on the ACT or SAT is strongly encouraged. Home-schooled students must present portfolios which summarize their educational experiences and other applicants must submit transcripts reflecting academic performance in courses taken. All applicants must appear for an on-campus interview.

(BT Minutes, 1/2003)

601.05 CORE REQUIREMENTS FOR UNIVERSITY GRADUATION

The Board-approved core requirements for graduation from the universities are as follows:

English Composition	6 semester hours
College Algebra, Quantitative Reasoning or higher level	3 semester hours
Laboratory Science	6 semester hours
Humanities and Fine Arts	9 semester hours.

All students enrolled for the first time at any college must complete the Board-approved core requirements before graduating from a Mississippi public university.

All students entering Mississippi public universities must take the Board-approved core requirements.

(BT Minutes, 1/2003)

602 PROOF OF IMMUNIZATION

602.01 MEASLES, MUMPS, AND RUBELLA

Proof of immunization for measles, mumps, and rubella is required of all students, unless exempt because of (a) actual, suspected, or planned pregnancy, (b) medical contraindication, (c) birth prior to 1957, or (d) graduation from a Mississippi public or private secondary school since 1993.

(BT Minutes, 1/93; 1/98; 2/2005)

602.02 HEPATITIS B

Proof of hepatitis B vaccination is required for students who are involved in health education programs that cause them to be potentially exposed to blood or body fluids.

(BT Minutes, 1/93; 1/98)

602.03 TUBERCULOSIS

Proof of test screening for tuberculosis by chest x-ray is required for all foreign students.

(BT Minutes, 1/93; 1/98)

603 RESIDENCY REQUIREMENTS

603.01 RESIDENCE OF A MINOR

For purposes of determining of whether a minor pays out-of-state or in-state tuition for attendance at universities, community and junior colleges, the residence of a person less than 21 years of age is that of the father, the mother or a general guardian duly appointed by a proper court in Mississippi. If a court has granted custody of the minor to one parent, the residence of the minor is that of the parent who was granted custody by the court. If both parents are dead, the residence of the minor is that of the last surviving parent at the time of that parent's death, unless the minor lives with a general guardian duly appointed by a proper court of Mississippi, in which case his/her residence becomes that of the guardian. A minor student who, upon registration at a Mississippi institution of higher learning or community college, presents a transcript demonstrating graduation from a Mississippi secondary school and who has been a secondary school student in Mississippi for not less than the final four years of secondary school attendance shall not be required to pay out-of-state tuition. This section shall not apply to the residence of a person as it relates to residency for voter registration or voting.

Miss. Code Ann., §37-103-7, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

603.02 RESIDENCE OF AN ADULT

The residence of an adult is that place where he/she is domiciled, that is, the place where he/she actually physically resides with the intention of remaining there indefinitely or of returning there permanently when temporarily absent.

Miss. Code Ann., §37-103-13, as amended. (BT Minutes, 9/90; 1/98)

603.03 REMOVAL OF PARENTS FROM MISSISSIPPI

If the parents of a minor who is enrolled as a student in a junior college or in an institution of higher learning move their legal residence from the State of Mississippi, the minor shall be immediately classified as a nonresident student upon completion of the semester in which the move takes place.

Miss. Code Ann., §37-103-11, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

603.04 RESIDENCE REQUIRED

No student may be admitted to any junior college or institution of higher learning as a resident of Mississippi unless his/her residence has been in the State of Mississippi preceding his/her admission. Residence shall be as defined in Sections 37-103-7 and 37-103-13 unless excepted in this chapter.

Miss. Code Ann., §37-103-3, as amended. (BT Minutes, 9/90; 1/98)

603.05 RESIDENCY PETITIONS

Nonresidents may petition the institutions for a change of residency classification. A person who enters the state of Mississippi from another state and enters a system institution is considered a nonresident. Provided, however, that any person who has attained 21 years of age and has thereafter actually established residency and resided with the state of Mississippi for 12 consecutive months after attaining 21 years of age upon sworn affidavit and other representation, may petition the particular institution for a change in residency classification for the purposes of fees and tuition assessment. The institution may make reasonable inquiry into the validity of the petitioner's claim. Such petition for change of residency must be made on or before the last day a student may register at the particular institution without penalty.

(BT Minutes, 9/90; 1/98)

603.06 LEGAL RESIDENCE OF A MARRIED PERSON

A married person may claim the residence status of his or her spouse, or he or she may claim independent residence status under the same regulations set forth in Section 37-103-13 as any other adult.

Miss. Code Ann., §37-103-15, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

603.07 CHILDREN OF FACULTY OR STAFF

Children of parents who are members of the faculty or staff of any institution under the jurisdiction of the board of trustees of any junior college in this state or the Board of Trustees of State Institutions of Higher Learning may be classified as residents for the purpose of attendance at the institution where their parents are faculty or staff members.

Miss. Code Ann., §37-103-9, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

603.08 MILITARY PERSONNEL

603.0801 ACTIVE DUTY STATION IN MISSISSIPPI

Members of the United States Armed Forces on extended active duty and stationed within the State of

Mississippi and members of the Mississippi National Guard may be classified as residents, for the purpose of attendance at state-supported institutions of higher learning and community and/or junior colleges of the State of Mississippi. Resident status of such military personnel who are not legal residents of Mississippi, as defined in Section 37-103-13, shall terminate upon their reassignment for duty in the continental United States outside the State of Mississippi.

Miss. Code Ann., §37-103-17, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

603.0802

SPOUSE OR CHILD OF MILITARY PERSONNEL

Resident status of a spouse or child of a member of the Armed Forces of the United States on extended active duty shall be that of the military spouse or parent for the purpose of attending state-supported institutions of higher learning and community/junior colleges of the State of Mississippi during the time that their military spouse or parent is stationed within the State of Mississippi and shall be continued through the time that the military spouse or parent is stationed in an overseas area with last duty assignment within the State of Mississippi, excepting temporary training assignments en route from Mississippi. Resident status of a minor child terminates upon reassignment under Permanent Change of Station Orders of the military parent for duty in the continental United States outside the State of Mississippi, excepting temporary training assignments en route from Mississippi, and except that children of members of the Armed Forces who attain Mississippi residency in accordance with the above provisions, who begin and complete their senior year of high school in Mississippi, and who enroll full time in a Mississippi institution of higher learning or community/junior college to begin studies in the fall after their graduation from high school, maintain their residency status so long as they remain enrolled as a student in good standing at a Mississippi institution of higher learning or community/junior college. Enrollment during summer school is not required to maintain such resident status.

The spouse or child of a member of the Armed Forces of the United States who dies or is killed is entitled to pay the resident tuition fee if the spouse or child becomes a resident of Mississippi.

If a member of the Armed Forces of the United States is stationed outside Mississippi and the member's spouse or child establishes residence in Mississippi and registers with the Mississippi institution of higher learning or community/junior college at which the spouse or child plans to attend, the institution of higher education or community/junior college shall permit the spouse or child to pay the tuition, fees and other charges provided for Mississippi residents without regard to length of time that the spouse or child has resided in Mississippi.

A member of the Armed Forces of the United States or the child or spouse of a member of the Armed Forces of the United States who is entitled to pay tuition and fees at the rate provided for Mississippi residents under another provision of this section while enrolled in a degree or certificate program is entitled to pay tuition and fees at the rate provided for Mississippi residents in any subsequent term or semester while the person is continuously enrolled in the same degree or certificate program. A student may withdraw or may choose not to reenroll for no more than one (1) semester or term while pursuing a degree or certificate without losing resident status only if that student provides sufficient documentation by a physician that the student has a medical condition that requires withdrawal or nonenrollment. For purposes of this subsection, a person is not required to enroll in a summer term to remain continuously enrolled in a degree or certificate program. The person's eligibility to pay tuition and fees at the rate provided for Mississippi residents under this subsection does not terminate because the person is no longer a member of the Armed Forces of the United States or the child or spouse of a member of the Armed Forces of the United States.

Miss. Code Ann., §37-103-19, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

603.0803

CERTIFICATION OF RESIDENCE OF MILITARY PERSONNEL

A military person on active duty stationed in Mississippi who wishes to avail himself/herself or his/her dependents of the provisions of Section 37-103-17 must submit a certificate from his/her military organization showing the name of the military member; the name of the dependent, if for a dependent; the name of the organization of assignment and its address (may be in the letterhead); that the military member will be on active duty stationed in Mississippi on the date of registration at the state-supported institution of higher learning or junior college of the State of Mississippi; that the military member is not

on transfer orders; and the signature of the commanding officer, the adjutant, or the personnel officer of the unit of assignment with signer's rank and title. A military certificate must be presented to the registrar of the state-supported institution of higher learning or junior college of the State of Mississippi each semester or tri-semester at (or within 10 days prior to) registration each semester for the provisions of said section to be effective.

Miss. Code Ann., §37-103-21, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

603.0804 OUT-OF-STATE TUITION FOR NONRESIDENTS

The Board of Trustees of State Institutions of Higher Learning and the boards of trustees of the community/junior colleges are authorized to prescribe the amount of tuition and fees to be paid by students attending the several state-supported institutions of higher learning and community/junior colleges of the State of Mississippi.

Except as otherwise provided in this subsection, the total tuition to be paid by residents of other states shall not be less than the average cost per student from appropriated funds. However, the tuition to be paid by a resident of another state shall be equal to the tuition amount established in the above paragraph if:

1. The nonresident student was born in the State of Mississippi but subsequently relocated and resided outside the state as a minor under the care of the minor's father or mother, or both;
2. The nonresident student is a veteran who served in the Armed Forces of the United States;
3. The nonresident student is domiciled in Mississippi no later than six months after the nonresident student's separation from service, as evidenced by a Report of Separation from Military Service or other military discharge document, for the purpose of enrolling in a state institution of higher learning or a community/junior college; or
4. The nonresident student is an evacuee of an area affected by Hurricane Katrina or Hurricane Rita. This waiver shall be applicable to the 2005-2006 school year only.

(BT Minutes, 12/2005)

604 REJECTION OF APPLICATION

604.01 FUNDAMENTAL REQUIREMENTS

Applications containing false, contradictory, questionable, or uncertain data, or which fail to comply with the fundamental requirements or the policies of the institutions as established by the Board shall be rejected.

(BT Minutes, 9/90; 1/98)

604.02 FRAUDULENT STATEMENTS AND REPRESENTATIONS

Whoever, with intent to defraud the state or any department, agency, office, board, commission, county, municipality or other subdivision of state or local government, knowingly and willfully falsifies, conceals or covers up by trick, scheme or device a material fact, or makes any false, fictitious or fraudulent statements or representations, or makes or uses any false writing or document knowing the same to contain any false, fictitious or fraudulent statement or entry, shall, upon conviction, be punished by a fine of not more than Ten Thousand Dollars (\$10,000.00) or by imprisonment for not more than five (5) years, or by both such fine and imprisonment.

This section shall not prohibit the prosecution under any other criminal statute of the state.

Miss. Code Ann., §97-7-10, as amended. (BT Minutes, 9/90; 1/98; 12/2005)

605 CERTIFICATE OF ADMISSION

Each applicant to any university within the system must receive and have in his possession a letter or certificate of admission signed by the officer designated by the Institutional Executive Officer of the

university before presenting himself for registration. No student shall be permitted to register or attend classes without such certificate. No officer shall issue a letter or certificate of admission to any student whose application has not been completed in accordance with the regulations of the Board.

(BT Minutes, 9/90; 1/98)

606 ATHLETICS

606.01 ATHLETIC RECRUITMENT

The Board endorses the National Collegiate Athletic Association (NCAA) rules and regulations for the recruitment of student athletes. The Board reserves the prerogative to adopt standards more restrictive than those which have been approved by NCAA but under no conditions shall the Board adopt less restrictive standards. All institutional standards and/or policies relating to institutional athletics will be on file with the Commissioner.

(BT Minutes, 9/90; 1/98)

606.02 INTERCOLLEGIATE AND INTRAMURAL ATHLETICS

The programs of intercollegiate and intramural athletics of the state institutions shall be organized and developed as elements in the total educational programs of the institutions. Athletic programs shall be conducted so as to promote the total welfare of students, including physical and mental health and the development of capacities and talents, and so as to contribute to the morale of students, alumni and friends of the institutions. Programs of intercollegiate athletics shall be under the complete control of the Institutional Executive Officers, subject to the oversight of the Board. Funds used to support all athletic programs shall be fully controlled by the Institutional Executive Officer of the institution; however, no funds budgeted for instructional purposes may be diverted to athletics and no athletics funds may be diverted to other purposes without approval by the Board. Standards of the NCAA and appropriate regional conferences shall be the standards of the institution's athletic departments.

(BT Minutes, 9/90; 1/98)

606.03 ATHLETIC TICKETS

Upon request, Institutional Executive Officers may furnish complimentary athletic tickets for Board members. The number of such tickets for any one event is not to exceed six.

Upon request to the institutions, former Board members may receive two complimentary tickets for athletic events.

The Board delegates to the respective Institutional Executive Officers the administrative responsibility of issuing complimentary athletic tickets to individuals other than those identified in the preceding paragraph. (Universities shall keep accurate records of complimentary tickets distributed by number of tickets and category of recipients and shall file an annual report with the Commissioner.)

(BT Minutes, 9/90; 1/98)

607 PERSONAL PROPERTY

607.01 GENERAL POLICY

A. Lost or abandoned personal property shall be held by the institution for a period of at least three months.

Miss. Code Ann., §1-3-41, as amended.

B. Designated officers of the institution shall upon the receipt or recovery of any lost, abandoned

or misplaced personal property, cause to be posted in three public places at the institution, notice that such property has been received. Such notice shall contain an accurate and detailed description of such property and if the designated officers are advised as to who owns such property, a copy of such notice shall be mailed to such person or persons in addition to being posted. The owner of such property may recover the same upon a determination by the designated officers of the rightful owner and upon the owner paying to the institution its reasonable expenses for handling and storage.

- C. If not claimed and possession resumed by the rightful owner within three months from the date of notice provided for above, the designated officers may cause the same to be sold at public or private sale after first posting notice of such sale in three public places at the institution at least ten (10) days preceding the date of such sale.
- D. The property may be sold by the institution, forfeited for official use, given away for a charitable or needy purpose, or other proper disposition.
- E. The proceeds of institutional sale of said property shall be placed in such fund or funds as assigned by the Institutional Executive Officer.
- F. All policies regarding abandoned motor vehicles should be in compliance with Miss. Code Ann., §63-23-1, et seq., as amended.

(BT Minutes, 9/90; 1/98)

608 STUDENT APPEALS

608.01 GENERAL POLICY

The Board delegates to the various Institutional Executive Officers full authority in all matters concerning student affairs. The decision of the Institutional Executive Officer shall be final so far as the institution is concerned. Upon rendering of a final decision, the aggrieved student will be notified. The Institutional Executive Officer may request the legal assistance of the Attorney General's office through the Commissioner.

(BT Minutes, 3/91; 1/98)