

## Admissions

### Authorization for Individual Institutional Policies

Each university may adopt specific admission regulations, consistent with law and the requirements set by the Board of Regents, as may be required for each school or program to assure acceptable student preparation and enrollment levels. A copy of such regulations and any subsequent amendments shall be filed with the Executive Director and shall be subject to review by the Board of Regents.

### New Admissions Requirements Effective Fall 2006

The Board of Regents (BOR) requires that all students meet the minimum course requirements for admission to the South Dakota School of Mines and Technology. These are described below under South Dakota Board of Regents Minimum Undergraduate Admissions Requirements.

In addition, The Board of Regents approved the following requirements for admission to the School of Mines, effective fall 2006.

School of Mines will **automatically accept** for admission students who:

- obtain an ACT composite score of at least 25 AND obtain an ACT math subscore of at least 25 (or SAT-I equivalent score)

**OR**

- obtain a high school GPA of at least 3.50 on a 4.0 scale AND have taken four years of mathematics

School of Mines will **review and consider for acceptance** students who meet BOR requirements **AND**

- obtain an ACT composite score of at least 21(or equivalent SAT-I score)

**OR**

- obtain an ACT math subscore of at least 21(or equivalent SAT-I score)

**OR**

- achieve a high school GPA of at least 2.75 on a 4.0 scale.

All applicants not meeting automatic

admission requirements will be reviewed by the Admissions Committee. The committee considers high school curriculum (special consideration is given to math and science course work), grades, and test scores.

### South Dakota Board of Regents Minimum Undergraduate Admissions Requirements

#### A. Baccalaureate Degree Admissions for High School Graduates

For admission to baccalaureate degree programs, high school graduates must:

- meet the minimum course requirements with an average grade of C (2.0 on a 4.0 scale);

**OR**

- demonstrate appropriate competencies in discipline areas where course requirements have not been met;

**AND**

- rank in the top 60 percent of their high school graduating class;

**OR**

- obtain an ACT composite score of 18 (SAT-I score of 870) or above;

**OR**

- obtain a high school GPA of at least 2.6 on a 4.0 scale.

School of Mines ACT CODE - 3922

School of Mines SAT CODE – 6652

#### 1. Minimum Course Requirements

Effective the fall of 1996, all baccalaureate or general studies students under twenty four (24) years of age, including students transferring with fewer than twenty-four (24) credit hours, must meet the following minimum high school course requirements:

- a. Four years of English - Courses with major emphasis upon grammar, composition, or literary analysis. One year of debate instruction may be included to meet this requirement.
- b. Three years of advanced mathematics - Algebra, geometry, trigonometry or other advanced mathematics including accelerated or

honors mathematics (algebra) provided at the 8th grade level; not included are arithmetic, business, consumer, or general mathematics or other similar courses.

c. Three years of laboratory science — Courses in biology, chemistry, or physics in which at least one (1) regular laboratory period is scheduled each week. Accelerated or honors science (biology, physics, or chemistry) provided in the 8th grade shall be accepted. Qualifying physical science or earth science courses (with lab) shall be decided on a case-by-case basis.

d. Three years of social studies — History, economics, sociology, geography, government — including U.S. and South Dakota, American Problems, etc.

e. At the time of admission to a South Dakota Board of Regents university, it is expected that students will have basic keyboarding skills and have had experience in using computer word processing, database and spreadsheet packages, and in using the Internet or other wide-area networks. These expectations may be met by high school course work or demonstrated by some other means. Incoming students that are assessed and found deficient in this area may be required to complete specific computer skills courses.

f. One year of fine arts effective fall 2002 for students graduating from South Dakota high schools in 2002 – Art, theatre, or music (appreciation, analysis, or performance). Documented evidence of high school level noncredit fine arts activity will be accepted for students graduating from high schools in states that do not require completion of courses in fine arts for graduation.

## **2. Alternate Criteria for Minimum Course Requirements**

- a. Students who do not successfully complete four years of English may meet minimum course requirements through one of the following:
  - i. An ACT subtest score of 18 or above;
  - ii. An Advanced Placement Language and Composition or Literature and Composition score of 3 or above.
- b. Students who do not successfully complete three years of advanced mathematics may meet

minimum course requirements through one of the following:

- i. An ACT mathematics subtest score of 20 or above;
  - ii. An Advanced Placement Calculus AB or Calculus BC score of 3 or above.
- c. Students who do not successfully complete three years of laboratory science may meet minimum course requirements through one of the following:
- i. An ACT science reasoning subtest score of seventeen (17) or above;
  - ii. An Advanced Placement Biology, Chemistry, or Physics B score of 3 or above.
- d. Students who do not successfully complete three years of social studies may meet minimum course requirements through one of the following:
- i. An ACT Social Studies/Reading subtest score of seventeen (17) or above;
  - ii. An Advanced Placement Microeconomics, Macroeconomics, Comparative or United States Government and Policies, European or United States History, or Psychology score of 3 or above.
- e. Effective fall 2002, students graduating from South Dakota high schools in 2002 that do not successfully complete one year of fine arts may demonstrate fine arts knowledge or competency through the following:
- i. An Advanced Placement History of Art, Studio Art drawing, or general portfolio or Music Theory score of 3 or above.

## **Non-Traditional Students**

For purposes of admission, a degree seeking student who has attained the age of 21 and has not previously attended any post-secondary institution is classified as a non-traditional student. It is the policy of School of Mines to recognize that there is a great diversity in the background and goals of non-traditional students seeking college admissions. Each individual will be evaluated for admission to School of Mines based on the minimum requirements as prescribed by the Board of Regents and the School of Mines admission standards. Additional consideration will be given to nontraditional students who do not meet the BOR undergraduate admission requirements.

- Non-traditional students who are high school graduates and meet the BOR minimum requirements will be admitted.

- Non-traditional students who are not high school graduates and have obtained an ACT composite score of 18, ACT English sub-test score of at least 18, mathematics sub-test score of at least 20, and social studies/reading and science reasoning sub-test scores of at least 17, and meet any university determined requirements for admission will be admitted.

- Non-traditional students who are not high school graduates and have completed the general equivalency diploma (GED) with a combined score of 225 and minimum of 40 on each test (paper based) or 2250 combined score and minimum of 410 on each test (computer based) will be admitted.

- Non-traditional students who do not fit within the above categories will be considered for admission based on life experience and other evidence of success. Applications will be reviewed by a review group composed of the director of retention and testing, the director of admissions, and an admissions counselor. An applicant accepted under this section will be placed on a one semester probationary status. The review group reserves the right to impose additional conditions.

### **Regents Scholars**

Effective fall 2001, South Dakota high school graduates completing the following high school courses with no final grade below a “C” (2.0 on a 4.0 scale) and an average grade of “B” (3.0 on a 4.0 scale) shall be designated as Regents Scholars and shall be eligible to receive a Regents Scholar Diploma upon request by a high school administrator to the Department of Education and Cultural Affairs. High school graduates designated as Regents Scholars automatically are admitted to all six public universities. (Regent Scholars still need to submit the admission application.)

- **4 units of English:** Courses with major

emphasis upon grammar, composition, or literary analysis; one year of debate instruction may be included to meet this requirement.

- **4 units of algebra** or higher mathematics: Algebra, geometry, trigonometry, or other advanced mathematics including accelerated or honors mathematics (algebra) provided at the eighth grade level; not included are arithmetic, business, consumer or general mathematics, or other similar courses.

- **4 units of science including 3 units of approved laboratory science:** Courses in biology, chemistry, or physics in which at least one (1) regular laboratory period is scheduled each week. Accelerated or honors science (biology, physics, or chemistry) provided in the eighth grade shall be accepted. Qualifying physical science or earth science courses (with lab) shall be decided on a case by-case basis.

- **3 units of social studies:** History, economics, sociology, geography, government—including U.S. and South Dakota, American Problems, etc.

- **2 units of a modern (including American Sign Language) or classical language**

- **1 unit of fine arts:** Effective fall 2002 for students graduating from South Dakota high schools in: Art, theatre, or music appreciation, analysis, or performance.

- **1/2 unit of computer science:** Students will have basic keyboarding skills and have had experience in using computer word processing, database and spreadsheet packages, and in using the Internet or other wide-area networks.

### **Readmission Procedures**

A student who has interrupted attendance by two (2) or more semesters must submit an application for readmission and

pay the application fee. Any student not under academic or disciplinary suspension will be automatically readmitted. Applications from students under suspension will be considered by the university's admissions committee. This committee may, at their discretion, request further information from the student.

### **Undergraduate Transfer Admission**

#### **A. Transfers to Baccalaureate Programs**

Students under twenty-one (21) years of age transferring into baccalaureate degree programs with fewer than twenty-four (24) transfer credit hours must meet the baccalaureate degree admission requirements. Students with twenty-four (24) or more transfer credit hours with a GPA of at least 2.0 may transfer into baccalaureate degree programs at the discretion of the university. If students are applying for federal financial aid, they must meet federal guidelines for transfer students.

#### **Technical Institute and Community College Credits**

Technical Institute courses are designed to prepare students to enter the workforce for careers requiring less than a baccalaureate degree. Acceptance of these courses for credit at the South Dakota public universities is strictly the function of the receiving institution. Students who wish to transfer credits to a South Dakota public university for programs other than the Bachelor of Applied Technical Science degree not available through the School of Mines should contact the Admissions Office of that desired university for an evaluation of their program objectives and technical institute transcript. An individual evaluation of course credits will be made by the receiving public university in accordance with institutional and Board of Regent's policy.

Total transfer credit for work at a junior, community college (2 year), and/or two-year technical college may not exceed one-half of the hours required for completion of the

baccalaureate degree at the accepting institution. Students who have completed more than the acceptable semester hours of junior, community, or technical college work may apply completed, transferable courses to specific course requirements and thereby may not be required to repeat the courses. The semester hours of credit for those additional courses may not be applied toward the minimum credit hours required for the degree.

#### **B. Students who Transfer to Associate Programs**

Students younger than twenty-one (21) years of age transferring into associate degree programs with fewer than 12 transfer credit hours must meet the associate degree admission requirements. Students with 12 or more transfer credit hours with a GPA of at least 2.0 may transfer into associate degree programs at the discretion of the university. If students are applying for federal financial aid, they must meet federal guidelines for transfer students.

#### **C. Students from Accredited Colleges or Universities**

At the discretion of each university, students may be accepted by transfer from other colleges within or outside of the state; preferential consideration shall be given to applicants from institutions which are accredited by their respective regional accrediting association. Advanced standing shall be allowed within the framework of existing rules in each college.

#### **D. Students from Non-Accredited Colleges**

A university may refuse to recognize credits from a non-accredited college or may admit the applicant on a provisional basis and provide a means for the evaluation of some or all of the credits. The validation period shall be no less than one (1) semester and no longer than one (1) academic year.

An applicant for admission to the South Dakota School of Mines and Technology is considered a transfer applicant if he/she has enrolled for any college level work, full or

part-time, since graduation from high school. The applicant must be in good standing and eligible to return to all colleges/universities attended. In general, a “B” quality average in courses attempted at other institutions is expected. Applicants from accredited institutions ordinarily are granted credit toward their degree for work satisfactorily completed at the previous institutions, provided such courses are equivalent or comparable to those required in the program an applicant is considering at School of Mines. Credits from institutions which are not accredited by a regional accrediting association will be provisional and subject to validation. No credit is allowed for remedial courses.

#### **E. Former Students**

A student returning to the institution or a student who has attended another higher education institution in the Board of Regents system is required to pay the application fee and, he or she must also submit an application for readmission and other required documents if he or she has interrupted attendance by two (2) or more semesters. A former student shall be considered as a transfer student if he or she has attended another institution during the period of interruption of attendance.

#### **F. Suspended Students**

A transfer applicant under academic suspension from the last college attended shall not be considered for admission during the period of suspension or, if suspended for an indefinite period, until one (1) semester has passed since the last date of attendance at the previous school. A system transfer student must first be reinstated to their previous institution prior to seeking admission to the School of Mines.

#### **G. Disciplined Students**

A transfer applicant under disciplinary suspension shall not be considered for admission until a clearance and a statement of the reason for suspension is filed from the previous institution. The university shall take into account the fact of the previous suspension in considering the

application.

### **Special (Non-degree Seeking) Students**

A prospective student at South Dakota School of Mines and Technology who wishes to be classified as a special student must complete the Application for Non-degree Seeking Students. Non-degree seeking students are ineligible for all federal financial aid programs. Non-degree seeking students must submit an official copy of their previous college transcript(s) if necessary to verify prerequisites.

### **Nursing at the School of Mines**

South Dakota School of Mines and Technology offers courses that meet requirements for nursing at South Dakota State University (4-year baccalaureate degree B.S.N.) and the University of South Dakota (2-year associate degree A.D.N.).

Students interested in earning a nursing degree from SDSU or USD need to apply to the degree granting university. For more information visit: <<http://sdmines.sdsmt.edu/nursing>>.

### **Dual Enrollment of High School Students**

A high school student wishing to take courses at School of Mines should begin by contacting the Admissions Office at School of Mines and then the Principal’s Office or Guidance Office at the high school he or she currently attends to receive the high school’s approval to participate. This approval should accompany the School of Mines Admissions Application. Please refer to the legislative SDCL 13-28-37, enacted by the South Dakota Legislature in 1990. This bill states the following: “Postsecondary enrollment—Responsibility for cost—Failing grade eliminates eligibility. Any student in grades ten, eleven and twelve may apply to an institution of higher education or a postsecondary vocational education institution as a special student in a course or courses offered at the institution of higher education or postsecondary vocational education institution. The student shall obtain the school district’s approval of the post-secondary course or

courses prior to enrolling. If approved, the student shall receive full credit toward high school graduation as well as post-secondary credit for each postsecondary course. The resident school district may pay all or part of the tuition and fees for a course approved for credit toward high school graduation in accordance with this section. The student is responsible for any tuition and fees not paid by the resident school district and for any other costs involved with attending a postsecondary institution. If a failing grade is received in a postsecondary course under this section, the student receiving the failure is no longer eligible to enroll for post-secondary courses under this section.”

### **Additional Admissions Policies and Practices**

Institutions authorized by the Board of Regents to offer graduate study programs may admit students selected according to regulations established by each faculty. A graduate student will be defined as one who has been accepted into a graduate school.

Effective spring semester 2000, all entering students seeking an associate or baccalaureate degree must provide valid Enhanced ACT scores or must take the ACT COMPASS examination in the areas of writing skills, mathematics, and reading. All non-degree seeking students enrolling in English and mathematics courses must provide Enhanced ACT scores or must take the ACT COMPASS examination in the areas of writing skills and mathematics.

Students enrolled prior to spring 2000 who have already been placed into their initial mathematics and English course work, and transfer students who have completed equivalent general education course work in English and mathematics are exempt from this requirement.

Students transferring within the South Dakota Board of Regents system will be allowed to transfer their placement test scores and continue their sequence of courses in English and/or mathematics.

The placement process will be consistent for all Regental institutions.

## **Applications and Procedures**

### **A. Application for Tuition and Fee Reductions and Scholarships Established by the Legislature**

Students should contact the Admissions Office at each university for information on eligibility for tuition and fee reductions and scholarships established by the Legislature.

### **B. Application Submission**

An applicant for admission must submit the required application for admission and the necessary official transcript or transcripts and other required documents to the Office of Admissions (501 E. Saint Joseph Street, Rapid City, SD 57701).

### **C. Records Required**

Applicants who are twenty-one (21) years of age or younger must submit Enhanced ACT (or SAT-I) results, an official high school transcript, if a high school graduate, or proof of GED and an official transcript for all previous college work as part of their application. Applicants who are older than twenty-one (21) years of age and who do not have valid ACT / SAT-I exam results, or who have not taken the exams are not expected to take the exam. However, they are required to submit an official high school transcript, if a high school graduate, and an official transcript for all college work. Applicants should also submit any other records, data, or letters required to support eligibility for admission, including competency test scores. SAT scores will be converted to ACT equivalencies according to a conversion table approved by the Board of Regents. Note: An official transcript is one that bears the original seal and signature of the official in charge of records at that institution.

### **D. Preadmission Immunization Requirements**

In accordance with state law, every student (graduate and undergraduate) who has been admitted to a post-secondary institution - either public or private – in the state of South Dakota ***who meets established criteria is obliged to demonstrate immunity to measles, mumps, and rubella.*** Relevant criteria (the key factors which

drive the need for compliance) are delineated below:

1. Age: students born on or after January 1, 1957 must comply; those born prior to this date are excused.
2. Course schedule: students who register for two or more credit-bearing classes – and at least one course involves face-to-face contact on a weekly basis for multiple weeks – are obliged to comply. This includes participation at all campuses, centers (including University Center, Capital University Center, and West River Higher Learning Center), and off-campus meeting locations.
3. Academic background: students who have completed prior collegiate course work *in the state of South Dakota* (initiated prior to July 1, 2008) are excused from compliance. Note: credits earned through distance learning, dual credit agreements, and exam/validation do not qualify.
4. Acceptable evidence of immunity *to each disease* includes:

Immunization record which specifies administration of two doses of vaccine; Medical laboratory report that verifies presence of disease-specific antibodies in the blood (i.e., positive blood titer); and /or, documentation of disease state as diagnosed by a qualified physician.

The law recognizes that special circumstances may preclude ability to demonstrate compliance as detailed above. Those students for whom vaccination presents a threat to health/well-being and those who adhere to a religious doctrine that opposes immunizations may petition for a permanent exemption or temporary waiver as appropriate. Forms are available at: <http://sdmines.sdsmt.edu/studentlife/forms>. Please note: the statute does *not* allow for philosophical objections.

### **Freshman Checklist**

- Submit application for admission.
- Enclose non-refundable application fee with application for admission (\$20.00).
- ACT or SAT I scores must be on file in the

Admissions Office.

- Applicants must arrange to have an official copy of their high school transcript forwarded to the Office of Admissions (501 E. Saint Joseph Street, Rapid City, SD 57701) after their junior year is complete and grades have been recorded. A final transcript will also be necessary in order to verify final class rank, graduation, and satisfaction of the minimum course requirements for admission to South Dakota Public Higher Education Institutions.

- Prospective freshmen desiring scholarship consideration must be accepted for admission prior to February 1.

### **Transfer Checklist**

- Application for admission.

- Non-refundable application fee of \$20.00.

- An official transcript from each postsecondary institution attended. (Sent by the institution attended directly to the Office of Admissions (501 E. Saint Joseph Street, Rapid City, SD 57701)

- All applicants must submit a high school transcript, or other proof of graduation from high school; or, if not a high school graduate, they must submit copies of their high school equivalency/GED scores and an official transcript of high school work completed.

- Applicants younger than twenty-one (21) who have completed less than 24 semester credits of college work must submit official copies of SAT I or ACT scores in addition to the above documents.

- Applicants who will be less than twenty-one (21) years of age at the beginning of the semester for which they are applying for admission, and who have completed less than 24 credit hours of college course work must meet the minimum course requirements for

admission to SD Public Higher Education Institutions. (See “South Dakota Board of Regents minimum Undergraduate Admission Requirements.”)

Transfer applicants will be notified of their admission status at School of Mines shortly after all of the above documents have been submitted. No transfer credit evaluation will be made until “final” college/university transcripts are on file. Transfer credit evaluation is made by the Office of Academic and Enrollment Services in consultation with the head of the academic department in which the applicant intends to major.

### **Undergraduate International Student Admission**

To be considered for admission, international students must meet the following requirements:

1. Rank in the upper half of secondary school graduation class.
2. Have a 3.0 (B) grade average if transferring from a college or university in the United States.
3. Be proficient in English or attend an approved intensive English as a Second Language (ESL) program upon arrival.
4. Provide two letters of recommendation from teachers or professors familiar with the students’ academic work.
5. Be financially self-sustaining. (Admission to School of Mines is not dependent on the ability to show adequate financing for education, but the I-20 will not be issued without this information.)

The following items are necessary before a request for admission can be processed, acceptance granted, and the United States Department of Justice Form I-20 issued. The form I-20 is necessary for admission to the United States for college attendance. The U.S. Embassy or Consulate website in your country will supply detailed information on the application process for the required student visas. This information may also be available from an EducationUSA office, which may be located near the Embassy or Consulate <<http://www.educationusa.state.gov/>>.

The State Department offers general information on visa applications at: <<http://travel.state.gov/>>.

1. A completed application for admission to the Office of Admissions submitted prior to June 30 (fall) or November 10 (spring) and the State of South Dakota application fee of \$20.00. (The application will not be processed until the \$20.00 US fee is paid.) The deadline for the application is at least sixty (60) days prior to the beginning of the term for which admission is desired.

2. Academic credentials (translated into English). All documents submitted to School of Mines to substantiate a request for admission must be certified by an official school or governmental seal. An academic department may require submission of academic credentials to an independent credential evaluation service, the charge for which will be paid by the student. School of Mines only accepts credential evaluations from specified organizations. Please contact the Admissions Office or the Ivanhoe Center at [Ivanhoe@sdsmt.edu](mailto:Ivanhoe@sdsmt.edu).

3. English proficiency for students from countries in which English is not the native language must be verified by the TOEFL (Test of English as a Foreign Language) examination that is available through the Educational Testing Service (ETS). The results must be sent to the Office of the Registrar and Academic Services South Dakota School of Mines and Technology 501 E. Saint Joseph Street Rapid City, SD 57701-3995 A TOEFL score of 530 (paper-based), 197 (computer-based), or 71 (Internet based) or better is required for undergraduate applicants. Information on worldwide test centers for the TOEFL, as well as registration information, can be obtained by contacting any U.S. Embassy or Consulate or by writing to Test of English as a Foreign Language, ETS, Princeton, NJ 08540, or by visiting their website at: <[www.toefl.org/](http://www.toefl.org/)>.

Other English proficiency examinations, such

as the IELTS, will be considered on an individual basis. For Norwegian students, School of Mines will accept in lieu of the TOEFL examination a favorable recommendation from a Norwegian professor who has been on a School of Mines exchange status, or who is familiar with admissions standards at School of Mines.

4. Recommendations from two (2) professors or instructors familiar with the academic performance of the applicant.

5. Affidavit of Financial Responsibility. Admission to School of Mines is not dependent on the ability to show adequate financing for education, but the I-20 will not be issued without this information. The United States Citizenship and Immigration Service (USCIS) requires that a U.S. college or university issuing form I-20 or DS-2019 establish that the person to whom the form is issued is able to pay all educational and incidental expenses. The international applicant must provide a statement of finances (in English). This includes a financial (bank) statement from the student or sponsor, which must be verified by a bank official. (The bank statement must show the actual amount—or more—that is available to the student. A statement that says “ample funds” is not acceptable.) If the student has a financial sponsor, a letter or affidavit of support must accompany the financial statement. If the sponsor is a government agency, a letter of award and instructions for invoice procedures should be sent. International students are not eligible for School of Mines or federal loan programs and should not apply for such financial assistance.

6. International students must attend the school specified on their visa or they may be refused admittance to the United States. A student entering the United States for study must maintain his/her status. More information is available at the Ivanhoe International Center. Prospective students should not enter the United States on a B-1 or B-2 visitor’s visa, as

the USCIS will not approve a change to the F-1 student visa. International students must not, under any circumstances, enter the United States with a WT if they are planning to become a full-time student. The WT status cannot be changed or extended, under any circumstances, once the student is in the United States. US government reporting requirements have been added for international students (F and J status) in recent years. As a result of the regulations that became effective on January 1, 2003, the Family Educational Rights and Privacy Act (FERPA) is waived for F and J students in respect to these specific reporting requirements. The regulations will be strictly enforced by the appropriate bureau(s) within the US Department of Homeland Security (DHS) and information will be reported electronically to DHS via Student and Exchange Visitor Information System (SEVIS). The consequences to students for non-compliance with these regulations are severe. For more information, email the Ivanhoe Center at [Ivanhoe@sdsmt.edu](mailto:Ivanhoe@sdsmt.edu) or go to <http://international.sdsmt.edu>.

### **Electronic University Consortium**

In fall 2000, the Electronic University Consortium (EUC) came online at: [www.WorldClassEducation.org](http://www.WorldClassEducation.org). The EUC provides a single connection point for distance education offerings from South Dakota School of Mines and Technology, as well as our sister institutions South Dakota State University, University of South Dakota, Dakota State University, Northern State University, and Black Hills State University. Students from throughout the world are able to register for and participate in classes offered via the Internet from any of these institutions. Courses offered by two-way interactive video and by correspondence are also listed on the EUC.

### **Current Reduced Tuition Programs for Non-Residents**

The current non-resident tuition rate is 150

percent of the resident rate: \$123.85 per credit hour compared to \$82.60. For more information, contact Janelle Toman at (605) 773-3455 or send e-mail to [janellet@sdbor.edu](mailto:janellet@sdbor.edu).

Reduced tuition is available for non-resident first-time freshmen, children of alumni, new transfers, and international students. Those undergraduate students will qualify for a rate of 150 percent of what residents pay. Students already enrolled in the public university system prior to summer 2006 will not be eligible for the new non-resident rate. Tuition assistance is also available to National Guard members, ROTC cadets, South Dakota State Employees, certain elementary and secondary school teachers and vocational instructors, and persons 65 years of age or older. Graduate students who hold a state contract for an assistantship or fellowship may also be entitled to special reduced tuition and should contact the Graduate Education Office at (605)394-1206. For current tuition information see the web site: <[www.sdsmt.edu](http://www.sdsmt.edu)>.

### **Minnesota Reciprocity**

Students from Minnesota can currently come to the South Dakota School of Mines and Technology at a comparable rate to Minnesota resident tuition under the Minnesota Reciprocity agreement. To apply, or for more information: <[www.sdbor.edu/administration/policy\\_planning/MNSDR reciprocity.htm](http://www.sdbor.edu/administration/policy_planning/MNSDR reciprocity.htm)>

### **Resident and Nonresident Classification of Students**

#### **Purposes of Classification**

Each person who applies for admission to a university shall be classified as a resident or a nonresident for admissions and tuition and fees purposes (See Policy 2:3 Admissions and Policy 5:5 Tuition and Fees).

#### **Information, Burden of Establishing Residency, Reclassification**

A. The decision shall be based upon information provided by the student and all other relevant information.

- B. The institution is authorized to require such written documents, affidavits, verifications, or other evidence as are deemed necessary to establish the residence of the student, including proof of emancipation, adoption, or appointment of a guardian.
- C. Students have the burden of establishing residency by clear and convincing evidence.
- D. Students may appeal the original classification decision by written petition to a reviewing body appointed by the chief executive officer of the institution within thirty (30) days after registration for that semester. The recommendation of the reviewing body shall be submitted to the chief executive officer for a decision. The decision of the chief executive officer shall be final, but students who have been classified as nonresidents retain full rights to petition the executive director of the South Dakota Board of Regents for reclassification after they have remained in South Dakota continuously for 12 months.
- E. After twelve (12) months continuous presence in South Dakota, students who were initially classified as nonresidents may petition for reclassification.
- F. Petitions for reclassification shall be filed with the Executive Director, who shall act upon them. The Executive Director shall report his disposition of such petitions to the Board at its regularly scheduled meetings. These reports shall be summarized in a manner consistent with the Family Educational Rights and Privacy Act.
- G. If a petition for reclassification is granted, the reduced tuition rate shall become effective with the first semester or session following the date on which the petition is granted. Students who fail to request resident status prior to a particular semester or session or to pursue a timely appeal shall be deemed to have waived any claim for reduced tuition for that semester or session.

- H. A student or prospective student who knowingly provides false information or refuses to provide or conceals information for the purpose of improperly achieving resident student status is subject to the full range of penalties, including expulsion, provided for by the Board of Regents.

### **Establishing Bona Fide Residency**

For tuition purposes, residence means the place where a person has a permanent home, at which the person remains when not called elsewhere for labor, studies or other special or temporary purposes, and to which the person returns at times of repose. It is the place a person has voluntarily fixed as the person's permanent habitation with intent to remain in such place for an indefinite period. A person, at any one time, has but one residence and a residence is not lost until another is gained.

- A. The residence of an un-emancipated person younger than twenty-one (21) years of age follows that of the parents or of a legal guardian who has actual custody of the person or administers the property of the person. In the case of divorce or separation, if either parent meets the residence requirements, the person shall be considered a resident.

Students who enter the state for the predominant purpose of attending a Board institution and who are under the custody of a guardian in fact, that is, a person who has been designated in writing by the students' parents or legal guardian to serve as their attorney in fact for purposes related to the individual unemancipated student's affairs, may file a residency petition with the Board at the time of admission.

- B. A person shall be classified as a resident student if the person has continuously resided in South Dakota for at least 12 consecutive months immediately preceding the first scheduled day of classes of the semester or other session in which the individual registers in the Regental system; except that unemancipated students whose parents established their residence in South Dakota for

reasons not predominantly related to qualifying their children for reduced tuition, may be classified as residents, notwithstanding the fact that they have not resided in South Dakota for the requisite 12 months prior to the first scheduled day of classes.

If it appears that the parents of a person properly classified as a resident student under the provisions of this section have removed their residence from South Dakota, the person shall be reclassified to the status of nonresident unless the parents have been residents for the 12 months immediately preceding such removal. However, no such reclassification is effective until the beginning of a semester next following the removal.

- C. Physical presence in South Dakota for the predominant purpose of attending an institution of higher education controlled by the Board does not count in determining the 12-month period of residence. Absence from South Dakota to pursue postsecondary education does not deprive a person of resident student status.
- D. A person once properly classified as a resident student shall be deemed to remain a resident student so long as remaining continuously enrolled in the Regental system until the person's degree shall have been earned, subject to the provisions of (B) above.
- E. International students whose visas permit them to establish domiciles in the United States or its territories or protectorates may qualify for resident tuition in the same manner as United States citizens.

### **Factors to Be Considered When Determining Whether Students Have Entered South Dakota for the Predominant Purpose of Attending a Public University**

- A. The following factors shall be considered relevant in evaluating a requested change in a student's nonresident status and in evaluating whether the person's physical presence in

South Dakota is for the predominant purpose of attending an institution of higher education controlled by the Board:

- The residence of an un-emancipated student's parents or guardians;
- The site of the source of the student's income;
- To whom a student pays taxes, including property taxes;
- The state in which a student's automobile is registered;
- The state issuing the student's driver's license;
- Where the student is registered to vote;
- The marriage of the student to a resident of South Dakota;
- Ownership of property in South Dakota and outside of South Dakota;
- The residence claimed by the student on loan application, federal income tax returns, and other documents;
- Admission to a licensed profession in South Dakota;
- Membership in civic, community, and other organizations in South Dakota or elsewhere; and
- The facts and documents pertaining to the person's past and existing status as a student.

B. The existence of one or more of these factors does not require a finding of resident student status, nor does the nonexistence of one or more require a finding of nonresident student status. All factors shall be considered in combination, and resident student status may not result from the doing of acts which are required or routinely done by sojourners in testate or which are merely auxiliary to the fulfillment of educational purposes.

C. The fact that a person pays taxes and votes in the state does not in itself establish residence.

D. Students who do not meet the requirements of this policy may still be classified as residents if their situation presents unusual circumstances and their

classification is within the general scope of this policy.

### **Retention of Residence While in Military Service**

In determining the residence status for tuition purposes, it is presumed that persons in military service who list South Dakota as their "home of record" and who, immediately upon release, return to South Dakota to enter college shall be classified as residents.