

ADMISSIONS

Kettering University's Office of Undergraduate Admissions (<https://www.kettering.edu/undergraduate-admissions>) evaluates student credentials to determine who is best qualified to pursue a degree in any of the STEM (science, technology, engineering and mathematics) or business programs offered at the university. Emphasis is placed on applicants' overall academic records, including grades in core academic courses (English, science and math) and college entrance exam scores. Kettering uses a holistic approach to admission, and consideration is also given to each student's personal essay, extracurricular activities, employment history and other evidence of achievement and motivation. Kettering does not discriminate by reason of race, color, sex, creed, age, physical challenge or national origin.

Scholastic Preparation

Applicants must possess a high school diploma or recognized equivalency. Applicants for freshman admission must have completed 16 credits in a college preparatory program for grades 9-12. Credits awarded in eighth grade for ninth grade algebra and recorded on an official high school transcript may count toward one credit of algebra. To be eligible for admission, a student must complete the following courses prior to enrollment:

English	Six semesters required (eight semesters recommended)
Mathematics	Four Semesters - Algebra
	Two semesters - Geometry
	One semester - Trigonometry, often included in Algebra II and/or Pre-calculus
Science	Four semesters - science with lab including two semesters of either Chemistry or Physics. Both are strongly recommended.

We encourage all applicants to complete English, science, and math courses beyond these minimum requirements. A separate GPA will be calculated and evaluated with specific regard to English, math and science coursework. Training and experience in computer aided design (CAD) and computer science is also considered.

Beyond these minimum requirements, Kettering does not have a fixed formula for determining admission. However, admission to Kettering University is competitive, and a strong record of academic achievement is expected.

Freshman Online Applications

Students interested in admission to Kettering University must apply online (<https://www.kettering.edu/undergraduate-admissions/apply>). Students may apply using either the Common Application (<http://www.commonapp.org>) or by using the Kettering application (<https://www.kettering.edu/undergraduate-admissions/apply>). Kettering does not prefer one application over the other.

Early application – in the fall of senior year of high school – is encouraged to maximize the student's visibility in the Cooperative and Experiential Education (<https://www.kettering.edu/undergraduate-admissions/co-op>) employment search process. High school seniors are encouraged to apply by the dates listed (<https://www.kettering.edu/>

[undergraduate-admissions/apply](https://www.kettering.edu/undergraduate-admissions/apply)). However, Kettering University offers rolling admission and students may apply at any time during the year. Completed application, official transcripts, test results and supplemental materials, including personal essays, must all be received in order for processing and evaluation to occur. All credentials submitted become part of a permanent file at Kettering University, and cannot be returned to the applicant nor forwarded to any other institution.

Applications for admission are valid for one year. Students applying to Kettering University, but not enrolling, may request reactivation of their application during that time.

If you have any questions regarding the application process, please call the Office of Undergraduate Admissions (<https://www.kettering.edu/undergraduate-admissions/staff>) at 810-762-7865.

College Entrance Examinations

Applicants for freshman admission must present scores for either the SAT or ACT. Scores should be sent directly to Kettering University from the appropriate testing agency. Kettering's ACT code is **1998**, and our CEEB code for the SAT and TOEFL is **1246**. Students are encouraged to take examinations both during their junior year and in the fall of their senior year. Kettering University will "super-score" all official test results received. Students for whom English is a second language are strongly encouraged to present the results of the Test of English as a Foreign Language (TOEFL).

Official Transcripts

Applicants must request that official transcripts and supporting information be sent directly to Kettering from their high school guidance offices. Transcripts handled by students are considered unofficial, and will not be evaluated. Transcripts need to account for all post-secondary high schools attended and, in the case of dual enrolled students, all colleges/universities attended, regardless of intention to transfer credits to Kettering. This includes all for-credit online classes.

Matriculation into Kettering is contingent upon satisfactory performance in, and completion of, all senior-level courses in which the student is enrolled. Final high school and college/university transcripts must be submitted to the Office of Undergraduate Admissions. Failure to do so will impact a student's ability to register for classes.

Homeschool Student Applicants

Kettering University encourages homeschooled students to apply for admission (<https://www.kettering.edu/undergraduate-admissions/apply>). Applicants must submit the same application materials and meet the same admission requirements as all other high school students. Students should submit a completed online application (including essay), standardized test scores, and an official transcript developed by a home school association or by the primary teacher.

All transcripts should include: course names, credits and final grades for all grade 9-12 courses, graduation date, and a signature affirming that the transcript is the official record of academic studies. If any high school credit was earned in a formal high school or college setting, the applicant must also supply an official transcript from that respective school. Courses taken online or through correspondence programs should be similarly documented. For evaluation purposes, we encourage especially clear documentation and explanation of all English, math, and science courses. The Office of Undergraduate Admissions (<https://www.kettering.edu/undergraduate-admissions/staff>) will contact the

student's primary educator if additional information is needed (syllabi or course descriptions, for example).

Please note that all materials sent as part of the application become the property of Kettering University and will not be returned to the student.

Final transcripts showing a high school graduation date and/or final college transcripts must be submitted by all incoming students. Failure to do so will impact a student's ability to register for classes.

International Student Applicants

Students who reside outside of the United States, and non-U.S. Citizens/Permanent Residents living in the United States, are welcome to apply for admission to Kettering University. International students should apply online (<https://www.kettering.edu/undergraduate-admissions/> apply). Admission decisions will be based on academic achievement in secondary school and/or university studies. International students must submit at least one of the following test results: SAT, ACT, Test of English as a Foreign Language (TOEFL), International English Language Testing System (IELTS), or MELAB. Test results may be waived if a student has attended at least 2 years of school where English is the language of instruction. Certified copies of transcripts/educational certificates and records with English translations must also be sent to the university for evaluation when the application for admission to Kettering University is submitted. A secondary school/university-level grading scale may also be requested. All international students must provide a financial plan for tuition and a personal essay before a final admission decision can be determined. Kettering University does offer scholarships to international students.

Immigration Information: F-1 Student Visa Applicants

Admitted international students will receive an I-20 form with their official letter of admission. All international students are required to present the I-20 when applying for an F-1 Student Visa and again at their port of entry into the United States. Applicants enrolled at another U.S. institution with an F-1 Student Visa must be released from the Student & Exchange Visitor Program (SEVIS) by their current institution before Kettering University can issue a new I-20 form.

Co-op Employment of International Students

Degree-seeking international students are required to participate in Kettering's Cooperative and Experiential Education program (<https://www.kettering.edu/undergraduate-admissions/co-op>). Students will secure co-op employment in the U.S. As is the case for domestic students, international students are responsible for work term living expenses, transportation, and any personal expenses.

Transfer Student Applicants

Kettering University is transfer-friendly and encourages students with prior college experience to apply for admission (<https://www.kettering.edu/undergraduate-admissions/transfer-students>). Students who have taken **any** college courses after graduation from high school are considered transfer students.

Transfer students must have official transcripts sent directly to Kettering from all colleges/universities attended. Additional information, such as high school transcripts or SAT/ACT scores, may also be requested from students who have completed less than 30 credit hours. A list of courses in progress and the catalog(s) with course descriptions from each college attended may also be requested.

Kettering University has formal articulation agreements with more than 40 colleges and universities, ensuring the transferability of approved courses upon satisfactory completion. Students who successfully complete the equivalent of the first two years of Kettering courses are generally able to complete their Kettering University degree and associated co-op work experiences within three years.

Kettering University offers rolling admission and transfer students may apply at any time during the year.

Scholastic Preparation

To be eligible for admission to Kettering University, transfer students must complete the following courses prior to enrollment (some of these requirements could have been completed at the high school level):

English	Six semesters required (eight semesters recommended)
Mathematics	Four semesters - Algebra Two semesters - Geometry One semester - Trigonometry, often included in Algebra II and/or Pre-calculus
Science	Four semesters - science with lab including two semesters of either Chemistry or Physics. Both are strongly recommended.

Academic Requirements for Transfer Students

Beyond the above minimum scholastic requirements, Kettering does not have a fixed formula for determining admission. However, a strong record of academic achievement is expected. Primary consideration is given to the applicant's overall grade point average and number of credit hours taken. A separate GPA will also be calculated and evaluated specifically for English, mathematics and science coursework. Secondary consideration is given to the student's employment history, extracurricular activities and honors, and other evidence of ability, achievement and motivation.

A typical transfer student will have pursued 14-16 credit hours per semester of coursework similar to that which is taken by a Kettering University student. Candidates who have not pursued full-time collegiate study and/or have followed a program that does not include the extensive study of mathematics and science will be evaluated individually on their high school and college records and their ACT/SAT test scores.

Prospective transfer students should maintain an overall grade point average of at least a "B," with strong math and science grades – again of at least a "B".

Transfer Credit Evaluation

Courses submitted for transfer credit should be comparable in content and difficulty to those offered at Kettering University. Applicants must provide official transcripts and may be required to provide the Registrar's Office with a college course catalog, course syllabi, or additional information for evaluation purposes. Applicants will be contacted with the results of the credit evaluation.

Suggested Courses

Transfer courses should reflect a strong background in math and science and can include general education classes common to undergraduate degree programs:

CHEM-135 & CHEM-136	Principles of Chemistry and Principles of Chemistry Lab	4
COMM-101	Written & Oral Communication I (Composition & Speech)	4
ECON-201	Economic Principles (Micro and/or Macro)	4
HUMN-201	Introduction to Humanities	4
MATH-101	Calculus I (Differential Calculus)	4
MATH-102	Calculus II (Integral Calculus)	4
PHYS-114 & PHYS-115	Newtonian Mechanics and Newtonian Mechanics Laboratory (Calculus-based)	4
PHYS-224 & PHYS-225	Electricity and Magnetism and Electricity and Magnetism Laboratory	4
SSCI-201	Introduction to the Social Sciences	4
History, Literature, Philosophy, etc. (300+ level)		4

Transfer of Experiential and Cooperative Education Work Experience

Transfer students entering Kettering with less than Junior 1 (JR1) standing who have participated in another comparable college-level cooperative and experiential education program (<https://www.kettering.edu/undergraduate-admissions/co-op>), or those who have significant work experience related to their Kettering University degree program, may be eligible to transfer these experiences towards their co-op degree requirements. Students should contact the Cooperative and Experiential Education Office (<https://www.kettering.edu/undergraduate-admissions/co-op/staff>) at 810-762-9846 to determine the documentation necessary to transfer a maximum of two work terms (only applicable toward freshman-sophomore requirements).

Additional Requirements for Admitted Students

Enrollment Deposit

All admitted students must submit a \$300 enrollment deposit in order to confirm enrollment to Kettering University and hold their seats in the class. This money will be credited towards tuition. The enrollment deposit is fully refundable until May 1, 2018.

Math Placement Examination

The Mathematics Placement Examination (MPE) (<http://www.kettering.edu/academics/departments/mathematics/student-resources/math-placement-exam>) is required of **all incoming freshmen and transfer students**, unless they have received transfer credit, or Advanced Placement or International Baccalaureate credit for Kettering's introductory calculus course, MATH-101. See below for more information concerning AP and IB credits. Additionally, students who score high on math subsections of college entrance exams may also be exempted from the Mathematics Placement Exam.

Medical Information

Prior to enrollment, all students must complete a Health and Medical Information form. All medical information is treated confidentially and cannot be released without the student's knowledge or written consent. The Kettering University Wellness Center uses this information to create a continuous record of student health care. Each student must

also provide proof of immunizations. Health insurance is also required (enrollment in Kettering's own health insurance program is an option).

Kettering does not require a medical examination prior to enrollment. However, some co-op employers may require such an exam as a condition of employment or due to particular working conditions.

Cooperative and Experiential Education Employment Process

Accepted students are eligible to begin the co-op employment search process in the spring of their senior year of high school. Students need to have a Kettering-approved résumé and are encouraged to work with their assigned Co-op Manager (<https://www.kettering.edu/undergraduate-admissions/co-op/staff>). The Cooperative and Experiential Education Office may begin forwarding the résumés of applicants who have made enrollment deposits to potential co-op employers starting as early as January. Careful attention is given to the student's objectives, needs and preferences, as well as to employer criteria.

Companies choose to interview applicants based on academic performance, employment history and extracurricular activities and honors. Factors influencing final selection include communication skills, leadership potential, a desire for a career in the industry, and the capacity to acquire the necessary academic and practical background for a future position of responsibility. Information concerning the interviewing process is available from the Cooperative and Experiential Education Office at 810-762-9846.

Housing Contract

In recognition of the educational value of an on-campus living experience, the Kettering University Board of Trustees (<http://catalog.kettering.edu/undergrad/board-trustees>) has officially adopted an on-campus residency and meal plan requirement. All first-year students are required to live in Thompson Hall and have a full meal plan during school sections. Students who transfer to Kettering University, who are under 21 and unmarried, and who have not had a one year, on-campus residential experience must also reside in Thompson Hall and have a full meal plan for their first two academic terms at Kettering University. Waivers may be requested by writing an email to reslife@kettering.edu. Students must complete their housing contracts before moving onto campus.

International Baccalaureate Credit

Applicants seeking International Baccalaureate (IB) credit should have an official IB transcript sent directly to Kettering's Office of Undergraduate Admissions. Credit will be granted for passes at the "IB Standard Level" (SL) in Computer Science only. Credit will be issued for passes at the "IB Higher Level" (HL) according to the IBO table below. Kettering University awards credit for IB scores of 5, 6 or 7 for physics and biology when the full IB diploma has been earned.

IBO Exam	Required Score	Credits Granted	Kettering Course Number
Biology (HL)	6, 7	4	BIOL-241 & BIOL-242
Chemistry (HL)	5, 6, 7	4	CHEM-135 & CHEM-136
Computer Science (HL)	5, 6, 7	8	CS-101 & CS-102
Computer Science (SL)	5, 6, 7	4	CS-101
Economics (HL)	6, 7	4	ECON-201

English (HL) ¹	6, 7	4	HUMN-201
Foreign Language - Any (HL) ¹	5, 6, 7	4	LANG-297
History (HL)	6, 7	4	SSCI-201
Mathematics (HL)	5, 6, 7	4	MATH-101
Philosophy (HL) ¹	5, 6, 7	4	PHIL-297
Physics (HL)	6, 7	4	PHYS-114 & PHYS-115
Social & Cultural Anthropology (HL)	6, 7	4	SSCI-201
Sociology (HL)	6, 7	4	SSCI-201

Advanced Placement Credit

Applicants who have completed Advanced Placement (AP) courses are encouraged to take the College Board AP Examinations. The below chart indicates scores needed to receive Kettering University credit. Students should have an official AP transcript sent to Kettering directly from the College Board AP Program. AP credits do not override prerequisite requirements.

Advanced Placement Exam	Required Score	Credits Granted	Kettering Course Number
Art History ¹	4, 5	4	ART-297
Art Studio 2-D Design ¹	4, 5	4	ART-297
Art Studio 3-D Design ¹	4, 5	4	ART-297
Biology ²	4, 5	3 and 1	BIOL-141 & BIOL-142
Calculus AB	3, 4, 5	4	MATH-101
Calculus AB Subgrade	3, 4, 5	4	MATH-101
Calculus BC	3	4	MATH-101
Calculus BC	4, 5	4 and 4	MATH-101 & MATH-102
Chemistry	4, 5	3 and 1	CHEM-135 & CHEM-136 or CHEM-137 & CHEM-136
Comparative Government and Politics ¹	4, 5	4	SSCI-297
Computer Science A	4, 5	4	CS-101
Computer Science Principles ⁷	4, 5	4	CS-297
English Language and Composition ¹	4, 5	4	COMM-297
English Literature and Composition ³	4, 5	4	HUMN-201

Environmental Science ²	4, 5	4	BIOL-297
European History ⁴	4, 5	4	SSCI-201
Foreign Language and Culture - Any ¹	4, 5	4	LANG-297
Foreign Literature and Culture - Any ⁶	4, 5	4	HUMN-297
Human Geography ⁴	4, 5	4	SSCI-201
Macroeconomics ⁵	4, 5	4	ECON-201
Microeconomics ⁵	4, 5	4	ECON-201
Music Theory ¹	4, 5	4	MUS-297
Physics C, Part I- Mech	4, 5	3 and 1	PHYS-114 & PHYS-115
Physics C, Part II- E&M	4, 5	3 and 1	PHYS-224 & PHYS-225
Psychology ¹	4, 5	4	SSCI-297
Research ¹	4, 5	4	LS-297
Seminar ¹	4, 5	4	LS-297
Statistics ²	3, 4, 5	4	BUSN-271
U.S. Government and Politics ¹	4, 5	4	SSCI-297
U.S. History ¹	4, 5	4	HIST-297
World History ⁴	4, 5	4	SSCI-201

- 1 Course counts as a free elective in all degree programs.
- 2 Seek department advisement for the curriculum requirement application.
- 3 This AP course can count as LIT-297 (Free Elective) if student already has credit for HUMN-201.
- 4 This AP course can count as SSCI-297 (Free Elective) if student already has credit for SSCI-201.
- 5 This AP course can count as ECON-297 (Free Elective) if student already has credit for ECON-201.
- 6 Course counts as a HUMN-297 (Free Elective) in all degree programs.
- 7 Computer Science Principles course will be available beginning May, 2017.

NOTE: The course numbers 297 shall be used to admit credit for AP courses that are not equivalent to existing Kettering courses.

Admission of Non-degree Seeking Students

Non-degree Students (Guest students at Kettering University)

Kettering University offers exceptional high school students an opportunity to experience university academics at our nationally recognized university through the State of Michigan guidelines for early enrollment or dual enrollment programs. Substantial scholarships are awarded to students who qualify.

Kettering University welcomes students who wish to enroll in specific courses for their own enrichment or for transfer to other degree programs. Students enrolled in other institutions may demonstrate their

eligibility by presenting a certified guest application from their home institution. Students should submit the approved guest application to the Office of the Registrar (<https://my.kettering.edu/academics/academic-resources/office-registrar>) at least two weeks prior to the start of the term. Non-degree students receive transcripts and full academic credit for courses successfully completed. However, not more than 72 hours of such credit may be accepted for enrollment in a regular degree program. Non-degree enrollment is limited to two courses each term. Contact the Registrar's Office for more information, registrar@kettering.edu or 810-762-7476.

Early Enrollment

This program is available to any 11th and 12th grade student who meets Kettering's registration requirements listed below. The student/parent is responsible for all costs associated with early enrollment at Kettering University. No application fee is required. Two courses per term are allowed.

Dual Enrollment

This program is available to qualified students in the 11th or 12th grade who meet Kettering's registration requirements listed below. Through dual enrollment, the student's high school pays a portion or all of the tuition. State guidelines and the high school determine the course eligibility and the amount of tuition the high school is responsible to pay. No additional fees (application fees, etc.) are charged by Kettering University. The student/parent is responsible for any additional costs not paid by the high school. Admission to this program is for fall (October - December) and winter (January - March) terms only. Two courses per term are allowed.

Dual/Early Enrollment Registration Requirements

The following must be submitted for course registration:

- High School transcript with 3.2 G.P.A.
- Completed application and registration form.

Registrations are approved by the Registrar and based on available space.

Dual/Early Enrollment – Scholarship

A scholarship is awarded to a student who is admitted to Kettering University as an early or dual enrollment student.

- Scholarship awards for the 2017/2018 academic year will reflect a tuition reduction to \$727/credit hour.
- Scholarship awards will not exceed four Kettering classes per student.

Dual Enrollment Worksheet

This worksheet shows cost of attending Kettering University for the 2017/2018 academic year.

For one, four (4) credit course:

Kettering Tuition	\$5,668
Less Scholarship	(2,760)
Net Kettering Cost (tuition) ¹	2,908
Less High School Payment	(varies when applicable)
Total Student Payment Responsibility ²	\$ XX

¹ Includes student access to Kettering University's Recreation Building, Library and Tutoring Services. Fees are waived. Does not include books/supplies.

² Check or credit card remittance of student portion of tuition due when student starts first day of class.

Questions about admission of non-degree seeking students including early/dual enrollment can be directed to the Office of the Registrar (<https://my.kettering.edu/academics/academic-resources/office-registrar>) at registrar@kettering.edu or 810-762-7476.