NOTICE OF INTENDED ACTION TO AMEND
IOWA ADMINISTRATIVE CODE 681 – CHAPTER 2

Action Requested: Consider approval to file notice of intended action to amend Chapter 2 “Supplemental Specific Rules for Each Institution” of Iowa Administrative Code §681.

Executive Summary: The Board of Regents administrative rules are contained in 20 chapters of the Iowa Administrative Code. Chapter 2 is commonly known as the “Supplemental Specific Rules for Each Institution.” The proposed amendments to Chapter 2 remove detailed admission requirements for each university and individual colleges within the universities because the information is available in the universities’ General Catalogs and other published materials. The amendments are detailed in Attachment A. This proposed code amendment addresses the Board of Regents Strategic Plan priority of “educational excellence and impact” as well as Goal # 8 – “Iowa’s public universities and special schools shall be increasingly efficient and productive.”

Upon approval to file the notice of intended action by the Board, the amendments will be filed and published in the Iowa Administrative Bulletin on June 20, 2012. A comment period ending July 31, 2012, will be established.

Due to the timing of the Iowa Administrative Bulletin publication schedule, the Board will not be able to consider adoption of the amendments until the September 2012 Board of Regents meeting. The adoption will be published in the Iowa Administrative Bulletin on October 3, 2012, and the amendments will become effective on November 7, 2012.
Chapter 2
Supplemental Specific Rules for Each Institution

UNIVERSITY OF IOWA

681—2.3(262) College of business administration.

2.3(1) Application for admission. Applications for admission to the college of business administration Henry B. Tippie College of Business should be submitted to the director of admissions undergraduate admissions committee.

Applicants are urged to apply as early as possible, since this will give the admissions committee more time to devote to each application. Closing dates for receiving applications will be announced well in advance of the opening date of any session.

2.3(2) Requirements for admission. Requirements for admission are outlined in the University of Iowa General Catalog. For admission to the college of business administration an applicant must have—

a. Completed specific coursework as prescribed by the faculty of the college;

b. Attained satisfactory scores on the university’s required admission examinations.

c. Maintained a satisfactory grade-point average on all courses undertaken, and on all courses undertaken at the University of Iowa, and on all courses undertaken in business and economics.

Applications from students who have minor deficiencies in meeting grade-point requirements specified above will be reviewed by the admissions committee of the college and upon favorable recommendation of the committee, such students may be granted conditional or probationary admissions.

Fulfillment of the minimal requirements listed above, however, does not ensure admission to the college of business administration. From those applicants who meet the minimum requirements, the admissions committee will select the applicants who, in their judgment, appear to be best qualified.

681—2.4(262) College of dentistry.

2.4(1) Application for admission. Address all inquiries regarding admission to the Director of Admissions, University of Iowa.

Applicants are urged to apply as early as possible, since this will give the admissions committee more time to devote to each application. Closing dates for receiving applications will be announced well in advance of the opening date of any session.

Applicants for admission to dentistry are encouraged to complete a program leading to a baccalaureate degree before entering dentistry. Applicants should may consider a combined program of liberal arts and dentistry which would qualify them for a baccalaureate degree upon the completion of the freshman year in dentistry. Preference will be given to students who have the baccalaureate degree or who have completed the requirements for the degree in a combined program.

Requirements for admission are outlined in the University of Iowa General Catalog. Fulfillment of the specific requirements for admission listed does not ensure admission to the college of dentistry. From the applicants meeting the minimum requirements, the admissions committee will select the applicants who in their judgment appear to be best qualified for the study and practice of dentistry. Preference will be given to applicants who are residents of Iowa. Consideration will also be given to outstanding nonresidents for a reserved portion of the class. Entering health sciences students are required to meet specific student health policies including a medical history, immunizations, and usual regimen of three doses of Hepatitis B
vaccine and a Hepatitis B titre. Each applicant must place on file in the office of the director of admissions the completed application form and an official transcript from each college attended.

The college work outlined below will suffice to meet the minimal academic requirements for admission to the college of dentistry.

The college curriculum must include at least three academic years of accredited work comprising not less than 96 semester hours and including specific required science courses as prescribed by the faculty of the college. Electives should be chosen so as to give the applicant a well-rounded educational background.

In order to meet minimum scholarship requirements, the applicant should attain a cumulative grade-point average of 2.5. Since the quality of coursework in predental science is basic to success in dentistry, special consideration to such college work is given by the admissions committee. The grade-point average is based upon the University of Iowa’s marking system in which a grade of “A” is equivalent to four points. Other marking systems will be evaluated by the office of admissions and the committee on admissions of the college of dentistry.

Applicants who have completed the requirements for admission to dentistry five or more years prior to seeking admission to this college of dentistry will be considered by the admissions committee only under exceptional conditions.

Preference will be given to applicants who are residents of Iowa, but consideration will also be given to outstanding nonresidents.

Personal interviews will be required of applicants for admission to the college of dentistry. Applicants will be notified when they should appear for the required interviews with members of the admissions committee.

All applicants must complete the dental aptitude tests sponsored by the council on dental education of the American Dental Association. Tests are given three times annually. The University of Iowa is a testing center.

To facilitate early selection, applicants for admission to the college of dentistry are urged to complete the aptitude test no later than October to enable the admissions committee to begin its selection in December.

Accepted applicants are required to make the required deposit within two weeks after notification of favorable action on their applications. This deposit is not refundable but is credited toward the first fee payment. The applicant who fails to make the deposit within the time specified forfeits a place in the entering class.

Applicants accepted for admission are required to submit a satisfactory physical examination report to the university student health service within two weeks following notification of acceptance.

All applicants must also complete, through student health service, an X-ray film of the chest and a successful vaccination against smallpox prior to registration.

2.4(2) Advanced standing. Applications for admission with advanced standing are handled as individual cases.

681—2.7(262) College of law.

2.7(1) Application for admission. Address all inquiries concerning admission to the Director of Admissions, University of Iowa, Iowa City, Iowa. Beginning students may enter the college of law only in the summer session or the fall semester. Closing dates The closing date for receiving applications will be announced well in advance of the opening date of any session.

To be considered for admission, an applicant should have attained a cumulative grade-point average of at least 2.3 on all college work undertaken. The grade-point average is based upon the University of Iowa’s marking system in which a grade of “A” is equivalent to four points.
Other marking systems will be evaluated by the office of admissions.

Applicants for admission must present a baccalaureate degree from an approved college or university prior to commencing work in the college of law.

Each applicant for admission must take the Law School Admission Test administered by the Educational Testing Service, Princeton, New Jersey, and have the score forwarded to the college of law. The test is given several times per year and may be taken at numerous locations in the United States and throughout the world. Applicants are urged to take the test in the fall or winter preceding the fall semester for which they are making application. Except upon a showing acceptable to it, the admissions committee will not consider applications from students who fail to take the test prior to the June 1 preceding the fall semester in which they wish to enter.

Requirements for admission are outlined in the University of Iowa General Catalog. Fulfillment of the specific requirements for admission listed above does not ensure admission to the college of law. From the applicants meeting the minimum requirements, the admissions committee of the college of law will select those applicants who, in their judgment, appear to be best qualified for the study and practice of law. The college of law admissions committee may require personal interviews of some applicants.

2.7(2) Admission with advanced standing. A transfer student may be eligible for admission if the student (a) has attended a school approved by the Association of American Law Schools; (b) is in good standing at the time of withdrawal (evidenced by a letter from the dean of the school from which transferring); (c) meets the admission requirements for beginning students; and (d) has done substantially above average work in the law school the student attended. Where an applicant has completed more than one year of law study, advanced standing will be permitted only in exceptional cases. Applicants for admission with advanced standing should comply with the procedures required for admission to the first-year class.

681—2.8(262) College of medicine.

2.8(1) Application for admission. Address all inquiries regarding admission to the Director of Admissions, Roy J. and Lucille A. Carver College of Medicine, University of Iowa.

Applicants are urged to apply as early as possible, since this will give the admissions committee more time to devote to each application. Closing dates for receiving applications will be announced well in advance of the opening date of any session.

Requirements for admission are outlined in the University of Iowa General Catalog. Fulfillment of the specific requirements for admission listed below does not ensure admission to the college of medicine. From the applicants meeting the specific requirements, the admissions committee of the college of medicine will select those applicants who in their judgment appear to be best qualified for the study and practice of medicine.

Applicants for admission to the Carver College of Medicine (CCOM) must be U.S. citizens or documented permanent residents or asylees of the U.S. and have received baccalaureate degrees (or be in degree programs with expectations of receiving the degree) prior to enrollment.

Prior to entrance an applicant must complete a baccalaureate degree and all prerequisite courses before matriculation to the college of medicine.

___ a. Have received the baccalaureate degree; or
___ b. Have completed three years of a combined baccalaureate-medicine curriculum which qualifies the applicant to receive the baccalaureate degree on completion of the first year in medicine; or
___ c. Have completed three years of a baccalaureate program which includes the general graduation requirements of the college of liberal arts of the University of Iowa for the combined...
Each applicant must place on file in the office of the director of admissions the completed application form and an official transcript from each college attended.

The college work as outlined below will suffice to meet the minimal academic requirements for admission to the college of medicine.

Applicants who have completed the baccalaureate degree and required courses five or more years prior to seeking admission to this college of medicine will be considered by the admissions committee only under exceptional conditions.

The college curriculum must include at least three years (equivalent to 96 semester hours) including specific required science courses as prescribed by the faculty of the college.

Students planning to study medicine should bear in mind that other college work is required in addition to prerequisite sciences because it offers an opportunity to secure a well-rounded education, which is of special importance to those entering the medical profession. In the selection of applicants, preference will be given to those who give evidence of having obtained such a broad education.

To be considered for admission, an applicant must have attained a grade-point average of at least 2.5 for all college work undertaken. As the quality of work in premedical science is very basic to success in medicine, special attention will be given by the admissions committee to grades in science. The grade-point average is based upon the University of Iowa's marking system in which a grade of “A” is equivalent to 4 points. Other marking systems will be evaluated by the office of admissions and the committee on admissions of the college of medicine.

Preference will be given to applicants with high scholastic standing who are residents of Iowa, and consideration will also be given to outstanding nonresidents. Applicants for admission are required to take the medical college admissions test which is administered for the Association of American Medical Colleges. Applicants are requested to complete this test in May or October of the year preceding that for which they are applying for admission. Students may make arrangements to apply for this examination through the university examination service, the University of Iowa.

Personal interviews will be required. Applicants will be contacted for the appointment for required interviews.

Applicants accepted for admissions are required to submit a satisfactory physical examination report to the university student health service within two weeks following notification of acceptance.

All applicants must also complete, through student health service, an X-ray film of the chest and successful vaccination against smallpox prior to registration.

Entering health sciences students are required to have an annual tuberculin skin test (TST), and proof of immunization against mumps, measles and rubella (2 MMRs), tetanus, diphtheria and varicella, prior to the beginning of classes. The usual regimen of three doses of Hepatitis B vaccine and a Hepatitis B titre must be completed by the second semester of the first year. All students are required to have hospitalization and health insurance.

2.8(2) Admission to advanced standing. If their work preparatory to entering a college of medicine would have met entrance requirements of this college, students from other approved medical colleges may be admitted to advanced standing according to the following conditions:

Only applicants of high scholastic standing will be considered.

They must present certificates showing that they have satisfactorily completed courses equivalent to those already pursued by the class they wish to enter.

The committee on admission to advanced standing will decide in each case whether examinations in the various subjects will be required.

Applications will be considered only upon receipt of a statement from the dean or registrar of
the college from which the applicant comes, showing the actual amount of time the student has spent in the study of medicine, the courses taken, and the grades received, together with a statement of the work preparatory to entering upon the course in medicine.

No advanced standing will be granted to students from other than approved medical schools. Students may be granted subject credit upon recommendation of the head of the department concerned, for work taken in other than medical schools.

2.8(3) Unclassified students. Applicants for admission to the college of medicine who are not candidates for a degree but who desire to register for special subjects, will be admitted to any lecture or laboratory course only upon complying with all the regular requirements for admission to such course or by action of the faculty upon recommendation of the professor in charge of the course.

681—2.9(262) College of nursing. Applications for admission to the college of nursing should be submitted to the Director of Admissions, University of Iowa, Iowa City, Iowa. Applicants for admission to the undergraduate program in nursing must present a minimum of 30 semester hours completed in an accredited college. For admission to the college of nursing an applicant must have:

—1. Completed specific coursework as prescribed by the faculty of the college. The director of admissions will provide a list of the coursework required.
—2. Completed the American College Tests.
—3. Performed satisfactorily on all courses undertaken.

Applications from students who have minor deficiencies in meeting grade-point requirements specified above will be reviewed by the admissions committee of the college, and, upon favorable recommendation of the committee, such students may be granted conditional or probationary admissions.

Requirements for admission are outlined in the University of Iowa General Catalog. Fulfillment of the minimum requirements listed above, however, does not ensure admission to the college of nursing. From those applicants who meet the minimum requirements, the admissions committee will select the applicants who, in their judgment, appear to be best qualified.

Rescind rule 681—2.10(262) and adopt the following new rule in lieu thereof.

681—2.10(262) College of pharmacy.

2.10(1) Application for admission. All application material must be received by the application deadline of December 1 of the year prior to expected matriculation. Requirements for admission include a minimum cumulative grade-point average of 2.5 for all college work undertaken. The grade-point average is based upon the University of Iowa’s marking system in which a grade of “A” is equivalent to 4 points. Applicants must also show satisfactory completion of all pre-professional coursework and at least 12 semester hours of general education electives are required. A maximum of one prerequisite course and one general education course may be completed in the summer before entry into the college of pharmacy. (NOTE: A total of 20 semester hours of general education elective courses are required for graduation. Students are strongly encouraged to complete all general education electives before entering the first pharmacy year)

Applications are accepted through the online PharmCAS centralized pharmacy application service. A supplemental application is also required. Each applicant for admission must take the Pharmacy College Admission Test. Scores should be sent to the PharmCAS
system. The admissions committee will not consider applications from students who fail to take the test prior to December 31 of the year preceding the fall semester in which they wish to enter. A personal interview is also required. Applicants will be contacted for the appointment for required interviews.

Requirements for admission are outlined in the University of Iowa General Catalog. Fulfillment of the specific requirements for admission listed above does not ensure admission to the college of pharmacy. From the applicants meeting the minimum requirements, the admissions committee will select those applicants who, in their judgment, appear to be best qualified for the study and practice of pharmacy.

Applicants accepted for admission are required to submit to a criminal background check.

Entering health sciences students are required to have an annual tuberculin skin test (TST), and proof of immunization against mumps, measles, and rubella (2 MMRs), tetanus, diphtheria, and varicella, prior to the beginning of classes. The usual regimen of three doses of Hepatitis B vaccine and a Hepatitis B titre must be completed by the second semester of the first year. All students are required to have hospitalization and health insurance.

2.10(2) Admission with advanced standing. A transfer student may be eligible for admission if the student (a) has attended a college fully accredited by the Accreditation Council for Pharmacy Education; (b) meets the admission requirements for entering students; (c) has done substantially above average work in the pharmacy college that the student attended (d) is in good standing at the time of withdrawal (evidenced by a letter from the dean of the school from which transferring); and (e) presents certificates showing that they have satisfactorily completed courses equivalent to those already pursued by the class they wish to enter.

681—2.11(262) College of liberal arts and sciences. Applicants for admission to liberal arts and sciences must meet the rules that are common to the three state institutions in Iowa as listed in 681—1.1(262), 1.2(262) and 1.3(262).

681—2.12(262) College of education. Students at the university desiring professional work in education are registered in the college of liberal arts and sciences or the graduate college. Requirements for permission to take teacher-training courses are listed in the university catalogue.
Rescind rule 681—2.25(262) and adopt the following new rule in lieu thereof.

681—2.25(262) Undergraduate students.

681–2.25(262) Admission policies for undergraduate students. Undergraduate applicants must submit an application for admission and other supporting materials as detailed in rule 681-1.1 to 1.3. Students must receive notification of admission from the director of admissions before they may register for classes.

2.25(1) Direct from high school. In addition to the admission requirements detailed in rule 681-1.1, direct from high school applicants must also satisfy the minimum high school course requirements as approved by the faculty.

2.25(2) Transfer from another institution. In addition to the admission requirements detailed in rule 681-1.2 and 1.3, admission of transfer applicants will be based upon the applicant's cumulative grade point average for all transferable courses attempted prior to entering Iowa State University.

2.25(3) Student misconduct. Prior misconduct of applicants is a permissible consideration in the admission decision. As such, applicants may be required to disclose prior academic disciplinary and criminal history information as a part of the application process. The existence of a prior academic disciplinary or criminal history information shall not automatically result in a denial of admission, but admission may be denied if the director of admissions determines that the applicant’s prior misconduct suggests a significant safety risk to the campus community or the likelihood of serious disruption to the academic environment if the applicant were to be admitted. Failure to disclose prior academic disciplinary and criminal history information may result in dismissal.

681—2.26(262) College of veterinary medicine.

2.26(1) Introduction. The basic admissions requirements of the college of veterinary medicine are included in this rule. For the most current information regarding applications and admission to the college of veterinary medicine, please refer to the college of veterinary medicine’s Web site at www.vetmed.iastate.edu.

2.26(2) Academic requirements. Applicants for admission to the college of veterinary medicine must demonstrate that they have accomplished the following minimum academic requirements:

a. Earned at least 60 semester credits from accredited colleges or universities by the end of the spring term of the year in which the applicant seeks to be admitted.

b. Completed the prerequisite coursework as determined by the faculty of the college of veterinary medicine by the deadlines determined by the admissions committee of the college of veterinary medicine.

c. Attained an undergraduate cumulative grade point average (GPA) of at least 2.50 on a 4.00 scale.

d. Taken the Graduate Record Examination (GRE).

2.26(3) Student misconduct. Prior misconduct of applicants is a permissible consideration in the admission decision. As such, applicants may be required to disclose prior academic disciplinary and criminal history information as a part of the application process. The existence of prior academic disciplinary or criminal history information shall not automatically result in a denial of admission, but admission may be denied if the Dean determines that the applicant’s prior misconduct suggests a significant safety risk to the campus community or the
likelihood of serious disruption to the academic environment if the applicant were to be admitted. Failure to disclose prior academic disciplinary and criminal history information may result in dismissal.

2.26 Application process. All inquiries regarding admission to the college of veterinary medicine should be directed to the Coordinator of Admissions, College of Veterinary Medicine, Iowa State University of Science and Technology, 1600 S. 16th Street, Ames, Iowa 50011-1250. The application process includes the following:

a. Applicants must apply using the Veterinary Medicine Application Service (VMCAS) application (see www.aavmc.org).

b. In addition to the VMCAS application, applicants also need to complete any additional supplemental application as required by the admissions committee of the college of veterinary medicine.

c. Transcripts from all postsecondary institutions attended must be submitted to the coordinator of admissions at the address listed above.

d. A personal interview is required of all applicants.

e. Applicants shall submit payment of the application fee approved by the board of regents under 681-1.7(262).

f. All application materials must be submitted by the deadlines determined annually by the admissions committee of the college of veterinary medicine.

2.26 Admission criteria. Admission to the college of veterinary medicine is on a competitive and selective basis. The selection criteria shall be established by the admissions committee of the college of veterinary medicine. These criteria may include review by the admissions committee of an applicant’s GPA; GRE; coursework rigor; personal statement; animal, veterinary and general work experiences; recommendations; and a required personal interview. Completing the minimum academic requirements does not ensure admission. From the applicants who meet the minimum academic requirements, the admissions committee will select the applicants who in the judgment of the committee appear to be best qualified for the study and practice of veterinary medicine.

681—2.27 Graduate college.

2.27 Admission. Admission to the graduate college may be granted to a graduate of an institution in the United States which is accredited by a recognized regional association or of a recognized institution of another country whose requirements for the bachelors degree are substantially equivalent to those of Iowa State University. Further information pertaining to the application and admissions processes, including criteria for various admission categories, is available in the Iowa State University Graduate Handbook. For information concerning graduate study in a particular academic discipline, prospective students are invited to correspond with the head of the department or director of graduate education of the program/major in which they wish to study.

Application forms are available at http://www.admissions.iastate.edu/. These forms, together with official transcripts, and the appropriate application fee as approved by the state board of regents pursuant to Iowa Code subsection 262.9(18) and detailed in rule 681—1.7(262) and a statement of quartile rank, should be forwarded to the Office of Admissions at least one month prior to the opening of the quarter semester/term in which the student wishes to matriculate. If the undergraduate degree is from Iowa State University or if the student is applying for nondegree admission, no application fee is assessed.

2.27 Graduate record examination. The graduate record examination (GRE) is not a university-wide requirement for all applicants; however, some departments, programs/majors require or recommend submission of GRE scores. Individual departmental program/major
statements appearing in the university’s catalog should be consulted for this information.

2.27(3) Full admission. Applicants who are graduates of a regionally accredited institution in the United States or of a recognized institution of another country whose requirements for the bachelor’s degree are substantially equivalent to those of Iowa State University, and who rank in the upper one-half of their class, may be admitted to the graduate college if recommended by the department and approved by the dean of the graduate college. Admission does not constitute acceptance as a candidate for a degree.

2.27(4) Provisional admission. Applicants who are graduates of a regionally accredited college or university in the United States or of a recognized institution in another country whose requirements for the bachelor’s degree are substantially equivalent to those at Iowa State University, and who rank in the upper one-half of their class, but who have certain background deficiencies to remedy, may be admitted to the graduate college on provisional admission if recommended by the department and approved by the dean of the graduate college. Students accepted on provisional admission are eligible for graduate assistantships. Transfer from provisional admission to full admission requires recommendation of the major professor and approval by the graduate college.

2.27(5) Restricted admission. Restricted admission may be granted to persons who are graduates of regionally accredited universities or colleges of the United States who do not rank in the upper one-half of their class and to graduates of foreign institutions. This status requires the recommendation of the major department and approval of the dean of the graduate college. Transfer from restricted to full admission usually requires completion of at least 15 hours of graduate-level courses with a grade average of B or above. The recommendation must be submitted by the student’s major professor and approved by the dean of the graduate college.

2.27(6) Student misconduct. Prior misconduct of applicants is a permissible consideration in the admission decision. As such, applicants may be required to disclose prior academic disciplinary and criminal history information as a part of the application process. The existence of prior academic disciplinary or criminal history information shall not automatically result in a denial of admission, but admission may be denied if the Dean of the Graduate College or his/her designee determines that the applicant’s prior misconduct suggests a significant safety risk to the campus community or the likelihood of serious disruption to the academic environment if the applicant were to be admitted. Failure to disclose prior academic disciplinary and criminal history information may result in dismissal.
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681—2.35(262) Admission policies for undergraduate students. A student must have filed an application for admission with the required transcripts and other supporting material, have met all conditions named in chapter 1 of regents board rules, and been issued an admissions statement by the director of admissions and registrar before being permitted to register in the college at the university. In considering an application, consideration is given to scholarship, health, character, and personality academic preparation for collegiate students. Individual students may be required by the committee on admission and retention to come to the campus for interview(s) and tests. Those who do not give reasonable promise of success as college students may be denied.

681—2.36(262) Parietal rule. Rescinded IAB 6/7/95, effective 7/12/95.

681—2.37(262) Teaching curricula. Application for approval in a teacher education program may be filed after a student has earned at least 24 semester hours of credit. The student must pass such tests and meet such other standards as may be prescribed by a teacher education committee. For full approval, a student must have at least a 2.20 grade index at this college. Requirements for approval are listed in the university catalog. The committee may grant provisional approval for students in exceptional cases, but may not grant full approval until all standards have been met. Normally a student will be expected to meet full approval by the beginning of the junior year if the student wishes to complete requirements in the minimum time. Transfer students cannot earn full approval before the end of the first semester enrolled at University of Northern Iowa.

A student may, at the time of admission to the college, declare an intent to enter a teaching program and be assigned a teacher adviser from the student’s first enrollment. The college must give special consideration to scholarship, health, character, personality, and quality of potential leadership of an applicant for a teaching curriculum. [Amendment filed and indexed November 21, 1961]

681—2.38(262) Admission requirements for graduate students. Graduates of a college or university accredited by the National Council for the Accrediting Accreditation of Teacher Education or by the North Central Association of Colleges and Secondary Schools or a corresponding regional agency will be granted admission to graduate study if their applications for admission have been approved by the registrar program faculty and Graduate College.

A graduate of a college or university that is not accredited may be granted conditional admission at the discretion of the registrar. Admission to graduate study does not guarantee admission to candidacy for an advanced degree.