UNDERGRADUATE ADMISSION

Classification of Students
The Office of Undergraduate Admission is responsible for admission decisions for all undergraduate students: full-time and part-time, non-degree and degree-seeking, post baccalaureate, joint program, dual admission, Shimer College, and summer transfer students.

Students should contact:

Office of Undergraduate Admission
10 W. 33rd St.
Perlstein Hall 101
Chicago, IL 60616
Telephone: 312.567.3025
Outside Chicago: 800.448.2329
Fax: 312.567.6939
E-mail: admission@iit.edu

Online application: apply.iit.edu
Web: admission.iit.edu

Classification
A student registered for 12 credit hours or more is classified as a full-time student. A student registered for less than 12 credit hours is classified as a part-time student.

Acceptance of Admission/Enrollment Deposit
Students must submit a non-refundable matriculation deposit. This deposit is credited to the student’s account and will go toward the cost of attendance.

New Student Fee
First time undergraduate students are charged a one-time fee to cover the costs of orientation activities for their first term of enrollment.

Campus Locations
Students can take courses at either the Mies Campus or the Daniel F. and Ada L. Rice Campus in Wheaton, a Chicago suburb. The Mies Campus has the most extensive offering of day and evening classes. The Rice Campus offers evening classes, most of which start at 6:25 p.m. The majority of undergraduate courses taught at the Rice Campus are 300- and 400-level courses both in information technology and management and in industrial technology and management.

IIT Online produces, delivers, and supports university courses, lectures and programs using educational technology. Through IIT Online, academic departments offer twenty-eight distance education degree and certificate programs to the university community around the world. Please note that undergraduate students must have departmental approval to register in online course sections.

Application as a First-Year Student
Special programs and scholarships have specific deadlines and supplemental applications. See admission.iit.edu for details.

Applicants must submit a completed application, transcripts from all high schools attended, transcripts of all colleges (where applicable), standardized test scores (ACT or SAT I), and a letter of recommendation. International students should see additional requirements in the International Student section. The application is available online at apply.iit.edu.

Standardized Test Scores for First-Year Students
All students are required to submit scores from either the College Entrance Examination Board’s Scholastic Aptitude Test (SAT I Reasoning) or the American College Test (ACT). The university will consider SAT II tests in math and science but does not require them for admission or scholarship applications.

High School Requirements for First-Year Students
Graduates from an accredited high school applying for admission must present evidence that they have completed a minimum of 16 units of high school work. Most admitted students exceed this minimum. A unit may be defined broadly as the study of a major subject for one academic year in high school.

High school studies should provide a sound background for college study. Preparation in mathematics, for example, must have sufficient depth in geometry, trigonometry, and especially in algebra, to permit applicants for science and engineering programs to immediately begin the study of college-level calculus and analytical geometry.
A background in English must prepare a student to write well and to read intelligently and analytically, with depth and sensitivity of comprehension.

**Required**

- Four years of English
- Four years of mathematics
- Three years of science, including lab\(^1\)

\(^1\) Material should include two of the following areas: biology, chemistry, or physics.

**College Coursework Taken While Still in High School**

Illinois Institute of Technology will accept college coursework taken while still in high school from other accredited universities and colleges, provided that the courses are comparable in nature, content, and level to those offered at IIT. Grades must be equivalent to a "C" or higher. Grades of "C-" are not acceptable for transfer credit. Official transcripts of all college work are required to be submitted as part of the application for admission to the Office of Undergraduate Admission, regardless of the transferability of credits.

**Application as an International Student**

International students are those who are neither citizens nor permanent residents of the United States. Though the required admission documents can vary depending upon individual circumstances, all international applicants must submit a completed application for admission, official transcripts in the native language, certified English translation of all transcripts, TOEFL or IELTS scores, and an affidavit of financial support. Please read appropriate application requirements for first-year or transfer students. Prospective applicants should carefully read the description of requirements on the Undergraduate Admission website (apply.iit.edu).

**Application as a Transfer, Visiting, or Exchange Student**

The Office of Undergraduate Admission is responsible for admission decisions for transfer, visiting, and exchange students. Transfer, visiting, and exchange students may apply for the fall or spring term in all majors. See admission.iit.edu for deadlines.

The transfer application may be obtained by visiting apply.iit.edu. Students must submit the IIT Transfer Application, transcripts for all colleges and universities attended, a personal statement, and a letter of recommendation to the Office of Undergraduate Admission.

International students should see additional requirements in the International Student section.

**Requirements for Transfer Students**

Transfer applicants must be in good academic standing at their previous college(s) to be considered for admission to the university. Admission is based upon a cumulative grade point average (GPA) and individual grades in all classes that apply to the major selected. A minimum cumulative GPA of 3.00 is recommended for transfer consideration. Students on academic probation, or who have been dismissed for academic or other reasons, will not be considered for transfer. Students must also be in good financial standing at all previous colleges attended.

Transfer applicants with fewer than 30 credit hours of transferable graded college coursework must submit high school transcripts and SAT I or ACT scores as part of their application.

**Application as a Non-Degree-Seeking Student**

Applicants who are taking courses for the following reasons will be limited to part-time enrollment:

- Taking courses for professional development
- Taking courses prior to being admitted to a graduate program
- Taking courses to transfer to another institution

A non-degree-seeking student must be admitted to the university. Admission is based on prerequisite coursework or other preparation necessary for the intended course. Non-degree-seeking students can read the description of admission requirements on the Undergraduate Admission website (admissions.iit.edu/undergraduate/).
Application for Summer School Admission

Students who attend another college or university and wish to enroll for summer courses at Illinois Institute of Technology with the intention of transferring the credits to their home institution must submit the following to the One Stop (onestop.iit.edu):

- Online Summer School Application.
- A transcript and/or a letter of good standing that indicates completion of the prerequisites for the requested course(s) at IIT.

Additionally, students should check with their home institutions to determine the equivalencies for specific courses and the policies and procedures required to transfer IIT courses.

Transfer of College-Level Credit

Transfer Credit

Official transfer credit evaluations are completed only after a student is admitted to the university and only from official college transcripts. Courses may be acceptable for transfer from accredited colleges and universities, provided they are comparable in nature, content, and level to those offered at Illinois Institute of Technology. Credit may also be accepted, based on appropriate documentation, for DANTES, military experience, and CLEP. The university does not grant credit for vocational courses or life/work experience. In addition, technology courses will not be accepted in any engineering program.

A maximum of 68 applicable credit hours of transfer credit is permitted from a two-year college. There is no maximum number of hours of transfer credit from a four-year college; however, the final 45 semester hours of any degree program must be completed at Illinois Institute of Technology. Transfer credit will be accepted for courses completed with the equivalent of a grade of "C" or better. A grade of "C-" is not acceptable for transfer credit. Grades from transfer courses are not included in the Illinois Institute of Technology cumulative or major grade point average. In certain instances, the academic department must approve transfer credit if a long period of time has elapsed since the course was completed.

Contact the Office of Undergraduate Academic Affairs (ugaa@iit.edu) regarding the transfer of courses from any college or university.

Advanced Placement Examinations

Illinois Institute of Technology will award credit for CEEB Advanced Placement (AP) examinations. Credit will vary by test score. A complete list of acceptable AP scores and IIT course equivalents may be found at iit.edu/ugaa.

International Baccalaureate Program

Students holding an International Baccalaureate (I.B.) diploma or who have successfully completed I.B. examinations may be awarded credit according to the following policies: college credit will be awarded for higher-level (HL) exams with a score of 4 or better; a maximum of 10 semester hours of credit for each HL exam can be awarded; and no credit is granted for work completed at the subsidiary level (SL). Scores should be sent to the Office of Undergraduate Academic Affairs (ugaa@iit.edu).

General Certificate of Education Examination - Advanced Level and Advanced Subsidiary Level

College credit will be awarded for General Certification of Education (GCE) examinations with a grade of "A", "B", "C", "D", and "E". A maximum of 10 credit hours can be awarded for each advanced level (A-level) examination. A maximum of 5 credit hours can be awarded for each advanced subsidiary level (AS-level) examination.

Placement Testing

Placement testing is done prior to first enrollment. For students entering in the fall semester, placement tests are scheduled in the summer preceding matriculation. For students entering in the spring semester, placement tests are scheduled immediately preceding matriculation. Placement tests are only used for placing students into the appropriate courses. Test results do not appear on the student's official academic record and no academic credit is awarded.

Students are required to take up to three placement exams.

- All new first-year and transfer students who do not yet have credit for MATH 151 are required to take the mathematics placement test online. Subsequent Advanced Placement credit or transfer credit for MATH 151 will override the mathematics placement result.
- All new first-year and transfer students who do not yet have credit for COM 101 are required to demonstrate writing proficiency in one of three ways. Students may either pass the writing proficiency exam prior to enrollment based on satisfactory SAT or ACT writing subscores, or by submitting a satisfactory essay when requested, or by passing COM 101 during their first year of attendance.
- Students in chemical engineering who have neither Advanced Placement credit nor transfer credit for CHEM 124 have the option to take the CHEM 124 proficiency exam to waive the class, but no credit will be awarded.
**Immunization and Proof of Immunity**

Illinois Institute of Technology is required to collect student immunization records and provide this information to the Illinois Department of Public Health, or its designated representative, in the event of a health emergency or compliance audit. All immunization documents submitted to the university become the property of the university. Unless required to do so by law, the university will not release student immunization records to any third party. Limited exemptions from showing proof of immunity can be accepted with official supporting documentation. In accordance with public health law, anyone with an exemption may be excluded from campus in the event of a health emergency. Additional proof of immunity for specific health conditions is required of international students who are not otherwise exempt. Students who do not comply with these requirements prior to, or during their first term of study, will be prevented from registering for subsequent terms. Questions regarding the immunization policy should be directed to the Student Health and Wellness Center at 312.567.7550 or iit.edu/shwc.