UNDERGRADUATE ADMISSION INFORMATION

STEPS TO APPLYING AS AN UNDERGRADUATE STUDENT

1. Submit a completed LSU Shreveport Application for Undergraduate Admission to the Admissions and Records Office.
2. Unless you graduated from a Louisiana High School in 2004 or later, request that an official transcript from your high school be mailed directly to the LSU Shreveport Admissions and Records Office.
3. Request that an official transcript from each college/university attended be sent directly to the Admissions and Records Office.
4. If you are a first-time freshman, have American College Test (ACT) or Scholastic Aptitude Test (SAT) scores submitted by the testing agency directly to the LSU Shreveport Admissions and Records Office (ACT code 1593; SAT code 6355).
5. Provide proof of immunization as defined by the immunization policy.

FRESHMEN STUDENTS

Applicants for admission should submit an Application for Undergraduate Admission and ACT or SAT scores as early as possible. Unless he/she graduated from a Louisiana high school in 2004 or later, an entering first-time freshman student must have his/her high school mail an official transcript showing high school graduation. Faxed copies of transcripts are not accepted.

TRANSFER STUDENTS

Applicants must inform LSU Shreveport of all colleges and universities previously attended whether or not credit was earned. A transfer student must arrange for an official transcript from each college previously attended to be mailed directly to the Admissions and Records Office. A student who has earned fewer than 18 semester hours of non-developmental college credit must submit a high school transcript certifying graduation (see #2 above) and ACT or SAT scores. Faxed copies of transcripts are not accepted.

FORMER LSUS STUDENTS

A former LSU Shreveport student must complete an Application for Undergraduate Admission and request that an official transcript from each college attended since last attending LSU Shreveport be mailed directly to the Admissions and Records Office.

VISITING STUDENTS – ONE TERM ONLY

An applicant who is enrolled in another post-secondary institution for the previous term must request that the home institution mail an official transcript to the LSU Shreveport Admissions and Records Office.

INTERNATIONAL STUDENTS

1. International applicants with superior scholastic records, acceptable English proficiency and evidence of adequate financial support will be considered for admission. An International Student Admission Checklist can be requested from the LSU Shreveport Admissions and Records Office (admissions@lsus.edu).
2. An admission application and all required documents must be on file at least 90 days prior to registration.
3. The student must be a graduate of a recognized secondary school comparable to a United States high school. Admission consideration for international transfer students will be based on secondary school records as well as records of post-secondary study (university, institute or technical school).
4. If the applicant’s native language is not English, evidence of satisfactory completion of the Test of English as a Foreign Language (TOEFL) is required. For more information, see TOEFL’s website: www.toefl.org (LSU Shreveport code 6355)
UNDERGRADUATE ACADEMIC PROGRAMS

College of Arts & Sciences
Dean’s Office (318) 797-5371
Associate Dean’s Office (318) 797-5231

Liberal Arts Programs:
Criminal Justice (must select concentration)
  • concentration in Generalist (J3010)
  • concentration in Forensic Science (J3012)
English (R3070)
Fine Arts (R3084)
  • concentration in Animation & Visual Effects (R3088)
  • concentration in Art History (R3085)
  • concentration in Graphic Design (R3087)
  • concentration in Studio Arts (R3089)
General Studies (G3010)
History (R3110)
Mass Communication (must select concentration)
  • concentration in Journalism (R3120)
  • concentration in Electronic Media Journalism (R3034)
  • concentration in Public Relations (R3130)
  • concentration in Speech (R3035)
  • concentration in Theatre (R3037)
Sociology (R3160)
Undecided Liberal Arts (33993) Not eligible for financial aid

Science Programs:
Biological Sciences (must select concentration)
  • concentration in Molecular & Cellular (S4021)
  • concentration in Field & Organismal Biology (S4022)
  • concentration in Environmental Science (S4023)
  • concentration in Forensic Science (S4024)
Chemistry (must select concentration)
  • concentration in Certified ACS (S4032)
  • concentration in Biochemistry (S4034)
Computer Science (must select concentration)
  • concentration in Software Development (S4040)
  • concentration in Information Systems (S4042)
  • concentration in Network Security Environment (S4043)
  • concentration in Animation & Visual Effects (S4045)
Mathematics and Physics (must select concentration)
  • concentration in Mathematics (S4072)
  • concentration in Applied Physics (S4074)
  • concentration in Theoretical Physics (S4076)
Undecided Sciences (34993) Not eligible for financial aid

Special Classifications:
Audit (39991) – Student who is enrolled in coursework but not pursuing credit or a grade.

Educational Enrichment Program (39992) – Student who is at least 25 years of age; has not been enrolled in a high school, college, or university for at least 3 years; and is pursuing a grade but is not seeking a degree. Students may enroll in this program for a maximum of 24 hours of credit.

College of Business, Education & Human Development
Dean’s Office (318) 795-4279
Associate Dean’s Office (318) 797-5383

Business Programs:
Accounting (S1010)
Finance (must select concentration)
  • concentration in Financial Services (S1040)
  • concentration in Financial Analysis (S1041)
General Business Administration (S1020)
  • concentration in International Business (S1022)
  • concentration in Land & Energy Management (S1024)
Management and Administration (S1070)
  • concentration in Human Resource Management (S1071)
  • concentration in International Business (S1073)
Marketing (S1080)
  • concentration in International Business (S1082)
  • concentration in Advertising Design (S1083)

Education & Human Development Programs:
Alternative Certification (32010) Non-degree program
Community Health (must select concentration)
  • concentration in Nonprofit Leadership Alliance Cert (S2021)
  • concentration in Health Behavior (S2022)
  • concentration in Health & Fitness Management (S2026)
  • concentration in Physical Activity (S2023)
  • concentration in Pre-PT or Pre-OT (S2042)
Early Childhood Education (Grades Pre-K – 3) – (S2165)
Elementary Education (Grades 1 – 5) – (S2030)
Elementary & Secondary Education
  • Fine Arts (R2010)
  • French (R2055)
  • Spanish (R2057)
Psychology (S2080)
Secondary Education
  • English (S2075)
  • Mathematics (S2065)
  • Social Studies (S2077)
Secondary Science Education
  • Biology (S2015)
  • Chemistry (S2045)
  • Physics (S2071)
Undecided Education (32993) Not eligible for financial aid

LSU Degrees at LSU Shreveport:
Construction Management (R3086)
Human Resource Education (S2046)
International Studies (R3111)
Petroleum Engineering (S4120)
Sport Administration (S2025)
APPLICATION FOR UNDERGRADUATE ADMISSION

PRINT IN INK AND COMPLETE ALL ITEMS. INCOMPLETE APPLICATIONS WILL DELAY ACCEPTANCE. RECORDS SUBMITTED DURING THE ADMISSIONS PROCESS BECOME PART OF THE STUDENT’S OFFICIAL FILE AND ARE NOT RETURNED TO THE STUDENT OR RELEASED TO A THIRD PARTY.

ENROLLMENT DATA

Have you ever filed an application for admission with LSUS? □ Yes □ No If yes, when?

Term for which you are applying: □ Fall 20________ □ Spring 20______ □ Summer 20______

Check all that apply: □ Former LSUS Student □ First-Time LSUS Student □ Engaging freshman □ Transfer □ F1 (International) Student □ Second Undergraduate □ Audit □ Non – Degree □ Visiting – one term only

PERSONAL DATA

Social Security Number:_____________________

Name: ____________________________

Last First Middle Former name(s) under which you registered at any college

Local Address: Number Street Apt.

City State Zip Code

Permanent Address: (If Different From Local) Street/Apt. # Home Phone: ( )

City Work State Cell Zip Code

Email: __________________________________________________________________________

Date of Birth: ____________ Place of Birth: ____________________ □ Female □ Male

Country of Citizenship: ____________________________________________________________________

If not U.S. Citizen, type of non-immigrant visa: ____________________________________________________________________

Race/Ethnicity: This information is voluntary and will be used in a non-discriminatory manner consistent with applicable civil rights laws. The information will be used for federal and state reporting purposes.

□ American Indian or Alaska Native □ Black or African American □ Asian □ Native Hawaiian or other Pacific Islander □ Hispanic □ White

In addition, select one or more of the following racial/ethnic categories to describe yourself:

EMERGENCY CONTACT DATA

Name: ____________________________ Relationship: ____________

(First) (MI) Day Phone: ( )

Address (Street, Apt. #) ____________________________

City State Zip: ____________________________

Night Phone: ( )

RESIDENCY DATA

When did you move to your present address? (MO/YR)

List your past address(es) if you have been living at present address for less than two years.

Number, Street, Apt #, City, State

Since: (MO/YR)__________________________

Number, Street, Apt #, City, State

Since: (MO/YR)__________________________

Are you claimed as a dependent on your parents’ tax return? □ Yes □ No

If yes, does parent(s) presently reside in Louisiana? □ Yes □ No

Are you or have you ever been a member of the armed forces? □ Yes □ No

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□ LSUS has a limited number of non-resident tuition exemptions available. Check if you would like to apply for an exemption.
EDUCATIONAL DATA

Indicate your college preference (check one):

☐ Business, Education and Human Development  ☐ Arts and Sciences

Will you be seeking a degree at LSUS?  ☐ Yes  ☐ No

If yes, what will be your major?  _______________  *(Place 5 digit code from degree listing here)*

If no, what are your plans?

High School:

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<th>Name of School</th>
<th>City</th>
<th>State</th>
<th>Parish/County</th>
<th>Graduation Date (MMDDYYYY)</th>
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</table>

Official transcripts must be mailed directly from the institution to the LSUS Admissions and Records Office except for schools reporting high school transcripts through the Louisiana Department of Education’s Student Transcript System (STS).

Are you currently attending a college or university?  ☐ Yes  ☐ No

If yes, institution name:

Have you participated in a dual enrollment or LA early start program?  ☐ Yes  ☐ No

If yes, institution name:

Are you eligible to return to the last college or university you attended?  ☐ Yes  ☐ No

Last semester/term grade point average: _______   Cumulative grade point average: _______

Have you ever been suspended or dismissed from any college or university for scholastic or disciplinary reasons?  ☐ Yes  ☐ No

If yes, give name of institution, date and reason for this action: ____________________________

List every college or university attended, including prior enrollment at LSUS. (Attach separate sheet if needed.) All institutions must be listed regardless of whether credit was earned or desired or whether work is shown on another transcript. Official transcripts for all previous college work (except LSUS) must be mailed directly from the institution to LSUS Admissions and Records. FAXED or unsealed hand-carried transcripts are not accepted.

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<th>COLLEGE/UNIVERSITY</th>
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INvolvement with Criminal Justice System

☐ Yes  ☐ No  Have you ever been convicted, pleaded guilty or are you presently charged with a crime (felony) which might be punishable by imprisonment in a penitentiary?

☐ Yes  ☐ No  Have you ever been committed to a correctional or training institution?

If the answer to either question is “Yes”, please request a Disciplinary Status sheet which outlines required additional information. Admitted students are required to disclose in writing to the Director of Judicial Affairs any criminal felony arrests, indictments, charges and/or convictions occurring after matriculation.

SELECTIVE SERVICE (for male U.S. citizens between the ages of 18 and 26)

I hereby swear or affirm under the penalty of perjury, in accordance with the requirements of the military selective service act and the requirements of state law R.S. 17: 3151, the following:

☐ I have registered with Selective Service

☐ I am not required to register with the Selective Service for the following reason ____________________________

CERTIFICATION

I CERTIFY ALL INFORMATION ON THIS APPLICATION IS CORRECT. I UNDERSTAND THAT FALSE OR INCOMPLETE INFORMATION MAY MAKE ME INELIGIBLE FOR ADMISSION TO, OR CONTINUATION IN, LOUISIANA STATE UNIVERSITY SHREVEPORT. I DO HEREBY AUTHORIZE LOUISIANA POST-SECONDARY EDUCATION TO ACCESS MY ACADEMIC RECORDS.

Signature ____________________________  Date ____________________________
LOUISIANA STATE UNIVERSITY SHREVEPORT
PROOF OF IMMUNIZATION COMPLIANCE
(Applicable only to students born on or after January 1, 1957)

PRINT IN INK AND COMPLETE ALL ITEMS

PERSONAL DATA

Social Security Number: ____________________

Name: ____________________  Last   First   Middle  Date of Birth: ____________________

PHYSICIAN OR OTHER HEALTH CARE PROVIDER VERIFICATION (SEE OTHER SIDE)

Measles (Rubella)  Rubella  Mumps  Tetanus-Diphtheria

1st Immunization: _________ (Date)  Immunization: _________ (Date)  Immunization: _________ (Date)  Immunization: _________ (Date)

and

2nd Immunization: _________ (Date)  or  Serologic Test: _________ (Date)  or  Date of Disease: _________ (Date)

or

Date of Disease: _________ (Date)  and  Result: ____________________

or

Serologic Test: _________ (Date)  and  Result: ____________________

Signature of Physician or Other Health Care Provider  Date  Please Place Address or Stamp Above

REQUEST FOR EXEMPTION

If you request an exemption, please check the appropriate blank and provide the information requested.

☐ Medical reasons: (Physician’s Statement - use space below)

☐ Personal reasons: (State reason in space below)

__________________________________________________  ________________________
Applicant’s Signature  Date

__________________________________________________  ________________________
Parent or Guardian, if required  Date

SUBMIT FORM TO:

Admissions and Records Office
Louisiana State University Shreveport
One University Place
Shreveport, LA 71115
FAX (318) 797-5286
VACCINE REQUIREMENTS

(Applicable only to students born on or after January 1, 1957)
SOURCE: Louisiana RS 17:170 Schools of Higher Education
http://www.legis.state.la.us/lss/lss.asp?doc=79952

TO THE NEW STUDENT

Your immunization record may be found in your family records or in a booklet that may have been written in by your doctor or public health clinic each time you received a vaccination. Please keep in mind that immunization records are maintained for a variable number of years and then usually only by the medical provider who administered the vaccines. As a last resort, and if you are a graduating senior, school personnel may be able to locate immunization records in your cumulative or health folder before you graduate. After you graduate, records are sent to storage and may not be accessible. Shot records or reasonably authentic copies of records (a baby book or school health record) which indicate specific information such as your name, date of birth and the dates of the immunizations should be acceptable documentation of the immunizations you received. These records should be taken to your doctor or local public health clinic for a possible update of your immunization status. A visit to your doctor or public health clinic will be needed to have your Proof of Compliance form signed and/or to interpret your old records in view of the changes in health care standards.

TO THE PHYSICIAN OR OTHER MEDICAL PROVIDER

The following guidance is presented for the purpose of implementing the requirements of Louisiana R.S. 17:170 and meeting the established recommendations for control of vaccine preventable diseases as recommended by the American Academy of Pediatrics (AAP), the Advisory Committee on Immunization Practices to the United States Public Health Service (ACIP) and the American College Health Association (ACHA).

REQUIREMENTS: Two doses of measles vaccine, at least one dose each of rubella and mumps vaccine and one tetanus diphtheria booster.

MEASLES REQUIREMENT: Two doses of live vaccine given on or after first birthday, in 1968 or later, and without Immune Globulin. A second dose of measles vaccine must meet this same requirement but should not have been given within 30 days of the first dose. A history of physician diagnosed measles is acceptable for establishing immunity but should be accepted with caution unless you were the diagnosing physician.

TETANUS-DIPHTHERIA REQUIREMENT: A booster dose of vaccine given within the past ten years. Students can be considered to have completed a primary series earlier in life unless stated otherwise.

IMPORTANT NOTE: In most cases, student compliance will require a second dose of measles vaccine (preferably as MMR) and a dose of tetanus-diphtheria (TD, Adult Type). In cases where no records can be located, or especially when immunization in the past is doubtful, two doses of MMR separated by a minimum of 30 days may be indicated. Evidence of vaccination or immunity against measles, rubella, mumps, and tetanus and diphtheria can be established by either reviewing a previous written record of vaccination or administering vaccine now. Serologic testing is acceptable evidence of immunity but should not be routinely performed unless specifically requested by the patient and if testing is appropriate or available. Immunization is preferable to serologic testing because of the relative costs and time. In all instances when vaccine administration is considered, MMR (measles, mumps and rubella vaccine, live) and tetanus-diphtheria toxoid (TD, Adult Type) are the products of choice for use in adults unless a specific contraindication is present.
Entering students are considered automatically for scholarships. Credentials required are:

**First-Time Freshmen**: LSUS Application for Admission; official ACT or SAT Score Report *; and, official High School transcript (If you graduated from a Louisiana High School in 2004 or later, LSUS will request your transcript electronically – it will not be necessary for you to request one).

- **Fall Competitive Scholarship Deadline**: January 31 (Requires ACT ≥ 20 or SAT ≥ 950 AND High School GPA ≥ 2.50)
- **Fall Guaranteed Scholarship Deadline**: August 1 (Requires ACT ≥ 24 or SAT ≥ 1110 AND High School GPA ≥ 3.00)

**Transfer student**: LSUS Application for Admission and official transcripts from each college or university previously attended. If transferring fewer than 18 non-developmental college credit hours you will also be required to provide an official ACT or SAT Score Report * and an official High School transcript (If you graduated from a Louisiana High School in 2004 or later, LSUS will request your transcript electronically – it will not be necessary for you to request one).

- **Transfer Scholarship Deadline**: January 31 (Requires ≥ 3.00 Overall GPA)

* An official ACT/SAT Score Report is one that is submitted directly to LSU Shreveport by the testing agency (ACT code 1593; SAT code 6355).

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**FINANCIAL AID**

Financial Aid Office (318) 797-5363  
FAFSA LSUS code 002013  
www.lsus.edu/finaid

Federal financial aid must be applied for each school year. You should start the process 90 days before the beginning of the semester for which you are applying for aid.

**Application Process**:

Complete the Free Application for Federal Student Aid (FAFSA) online at [www.fafsa.ed.gov](http://www.fafsa.ed.gov) or request a form from the Financial Aid Office and return it directly to the U.S. Department of Education Central Processing Service (CPS).

Before you can be awarded any federal financial aid all required academic transcripts must be received by the Admissions and Records Office. After your FAFSA has been processed by the CPS, you will receive a Student Aid Report (SAR). You should review your SAR carefully to ensure that it is accurate. If it requires correction, take the appropriate action. The Financial Aid Office must receive your electronic SAR by March 1 for summer school, June 1 for the fall or October 1 for the spring for priority consideration.

When all required materials have been received by the LSUS Financial Aid Office, your file will be reviewed and your aid will be awarded if you meet all eligibility standards. You will receive an award letter describing the financial aid awards that LSUS is offering or a denial letter if you do not qualify. The financial aid process is not complete until the Financial Aid Office receives a copy of the award letter signed by you with a notation indicating whether you are accepting or declining each form of financial aid.

If your financial aid file is not complete on or before the priority deadlines listed above, you should plan to have money from other sources available to pay tuition and fees by the fee payment deadline because the University cannot guarantee that your aid will be ready at the beginning of the semester. Applications are processed in the order in which they are received.

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**TUITION AND FEES WAIVERS**

The following waivers are available to qualified applicants:

- Students over 65
- Louisiana National Guard
- Dependent of deceased Louisiana fire fighter or police officer killed in the line of duty
- Dependent of disabled Louisiana veteran.

Please contact the Admissions & Records Office for more information. Original or certified proof of status must be provided.
FRESHMEN STUDENT ORIENTATION AND REGISTRATION

Student Activities (318) 797-5393  www.lsus.edu/freshmanorientation

All first-time freshmen are expected to register for classes at a Freshman Orientation session. First-time freshmen who do not attend Freshman Orientation are required to wait until the day before classes begin to register.

During this full-day program, students will take a tour of the campus, learn about the University policies/procedures, be exposed to the social opportunities at LSU Shreveport, and register for classes.

Prior to attending any orientation and registration program, entering freshmen must have completed the admission process and been officially admitted into the University. First-time freshmen must pre-register for a Freshman Orientation session via the Web.

Entering freshmen must submit official ACT scores before they can attend orientation and register. Entering freshmen who have not taken the ACT may take the Residual ACT at LSU Shreveport. To register, contact the Student Development and Counseling Center at (318) 797-5365.

Students entering in fall or spring are required to pay tuition and fees by the fee payment deadlines set by the University. Approved financial aid can be applied to tuition and fees. Financial aid will not be processed until official transcripts have been received and evaluated. Students entering in the summer term must pay tuition and fees during orientation and registration.

TRANSFER STUDENT REGISTRATION

Students registering for fall, spring, and summer terms are required to pay tuition and fees by the payment deadlines set by the University. Approved financial aid can be applied to tuition and fees. Financial aid will not be processed until official transcripts have been received and evaluated.

For more information about transferring to LSUS please visit www.lsus.edu/transferguide.

Transfer students must request official transcripts from every college attended. Transcripts must be received in the Admissions and Records Office before a student will be admitted. Students who are still attending classes at another campus should send a preliminary transcript from that school now and request that a final official transcript be mailed at the end of the term.

REQUIRED TESTS

1. All first-time freshmen are required to take the ACT, SAT or ACT Compass Test and have their scores submitted directly to LSU Shreveport by the testing agency (ACT code 1593; SAT code 6355).

2. Transfer applicants who have completed fewer than 18 semester hours of non-developmental credit and who do not have credit for freshmen composition and college algebra are required to either take the ACT or SAT and have their scores submitted directly to LSU Shreveport (ACT code 1593; SAT code 6355), or take an LSU Shreveport departmental exam.

GENERAL INFORMATION

The University operates on a two-term (semester) plan with additional summer sessions. A qualified applicant may register at the beginning of any term. Complete admission records must be received in the Admissions and Records Office at least 30 days before registration.

Louisiana State University Shreveport assures equal opportunity for all qualified persons without regard to race, color, religion, gender, national origin, age, sexual orientation, disability, marital status, pregnancy, sickle cell trait or veterans’ status in the admission into, participation in or employment in its programs and activities.

Application Fees:

1. A non-refundable application fee of $20 is required of all students who have not previously attended LSUS.

2. International students are required to pay a non-refundable $30 application fee.

3. PAYMENT SHOULD BE MADE BY CHECK OR MONEY ORDER DRAWN ON A U.S. BANK. DO NOT SEND CASH.
STUDENT HOUSING

LSU Shreveport University Court Apartments (318) 797-8588

Students who wish to live on campus can apply online by accessing the website listed above. LSU Shreveport provides apartment-style housing in four-bedroom and one-bedroom units which have a full-size living room and kitchen and one full bathroom for every two residents. The housing complex has on-site laundry facilities, a pool, a hot tub, and a clubhouse with a pavilion. The housing staff provides a full range of educational and recreational programming, and they live on-site to support residents. The LSU Shreveport housing complex, University Court Apartments, combines the best of apartment style living with on-campus involvement to make this a unique student residential community. Complete the application online at the website above.

STUDENT EMPLOYMENT

Career Services (318) 797-5062
Financial Aid Office (318) 797-5363

Campus employment is available to qualified students. Generally, only full-time students are eligible for student employment, and students are advised to work less than 20 hours per week.

Budget jobs are funded by various university departments and may be secured by contacting the department head. Some budget jobs are listed on the LSU Shreveport Career Services’ website.

Off-campus employment opportunities are listed on the Career Services’ website. Employers contact LSU Shreveport to hire students for full-time, part-time, occasional and/or temporary jobs. These positions are updated daily.

The Federal Work-Study Program is a joint effort by the federal government and the University to provide jobs for students who need financial assistance to attend college. Students must state on their FAFSA that they desire a Work-Study position and have financial need. The student is notified on the award letter if Work-Study funds have been awarded. Students new to the program should contact the Financial Aid Office during the first week of classes to obtain a list of open positions. The student then contacts the Supervisor for an interview. Funding for Work-Study positions is limited and awarded to students who apply early and show financial need.

IMPORTANT PHONE NUMBERS

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<tr>
<th>University Offices</th>
<th>797-5392</th>
<th>797-5061</th>
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