Admissions Procedures

All Applicants
Documents received by Mines in connection with applications for admission or transfer of credit will not be duplicated, returned to the applicant, or forwarded to any agency or any other institution.

Timelines and deadlines for applications for undergraduate study are defined on the undergraduate Admissions website. Admission for any semester or term may close whenever Mines’ budgeted number of students has been met.

High School Students
Applicants are encouraged to apply online at www.mines.edu. Questions can be directed to the Admissions Office via e-mail: admissions@mines.edu (admit@mines.edu); or via postal mail:

Admissions Office
Colorado School of Mines
1812 Illinois Street
Golden, CO 80401

A student may apply for admission any time after completing the 11th grade. Announcement of when the application will open for a given term will be posted on the Colorado School of Mines website. The application will be evaluated upon receipt of the completed application form, an official high school transcript showing courses completed, courses remaining to be completed, ranking in class, other pertinent data, and SAT or ACT test scores. High school seniors are encouraged to apply early in the fall term of senior year. Additionally, it is recommended that the ACT and/or SAT be taken during this term. In some cases, the grades or marks received in courses taken during the first half of the senior year may be required.

Freshman admission is competitive.

Applicants who are admitted are subject to completion of all entrance requirements and high school graduation.

Transfer Students
Undergraduate students at another college or university who wish to transfer to Mines should apply online at www.mines.edu. Review the Colorado School of Mines’ Admissions web pages for guidance on recommended coursework and timing of the admission application. Generally, a transfer student should apply for admission at the beginning of the final semester of attendance at his or her present college. The application will be evaluated upon receipt of the completed application form and application fee, official final high school transcript (or GED), official transcripts from each university or college attended, and a list of courses in progress. The Admissions Office will then notify the student of his or her admission status. Admission is subject to satisfactory completion of current courses in progress and submission of a final, official transcript(s).

Transfer admission is competitive
A non-refundable application fee is required of all transfer applicants.

Guaranteed Transfer of Credit
Colorado School of Mines is a signatory to the Colorado Statewide Engineering Articulation Agreement (http://highered.colorado.gov/Academics/Transfers/Agreements/CSMpreengin.pdf). Beginning with admissions in 2003–2004, this agreement determines transferability of coursework for engineering students in the State of Colorado. All students transferring into Mines under the terms of the statewide agreement are strongly encouraged to be advised by the Mines Registrar’s Office on their planned course of study. Credits earned more than 10 years prior will not transfer.

Additionally, Colorado School of Mines has formal transfer articulation agreements with Red Rocks Community College (RRCC), Front Range Community College (FRCC), Community College of Denver (CCD), Community College of Aurora (CCA), Arapahoe Community College (ACC) and Pikes Peak Community College (PPCC). Students are encouraged to review the articulation information at https://www.mines.edu/undergraduate-admissions/transfer-students/.

Transfer of Credit by Review
College courses taken that are not part of an articulation agreement, are NOT guaranteed to transfer.

In all cases, requests for transfer credit are processed by the Registrar. Credits must be submitted on an official transcript from a regionally accredited institution or if the institution is international, credit is only considered from institutions that are recognized by the Ministry of Education or other official accrediting or recognition body in the country of origin. Credits must be academic in nature. Military, Vocational, CLEP, DSST, and theological credit is not accepted. No credit is granted for internships, co-ops, practicums, life experience courses, Independent Study, precalculus courses below Calculus I such as trigonometry and geometry, and non-calculus based general/introductory Physics courses.

Only courses completed with grades of "C" or better will be considered for acceptance. Credit that is recorded as “pass” “satisfactory” or “credit” at institutions that do not equate this classification to a C or better grade will not transfer.

Departments may stipulate a higher minimum grade.

Advanced Placement, International Baccalaureate, and A-Levels
Course work completed for select subjects under the Advanced Placement Program in high school may be accepted for college credit provided that the Advanced Placement Program Test grade meets currently evaluated outcomes. Advanced Placement credit is evaluated by Mines faculty every two years and credit will be transferred upon receipt of official test scores. See current Advanced Placement test score requirements for transfer credit at: https://www.mines.edu/registrar/advanced-credits/.

Course work completed for select subjects under the International Baccalaureate Program in high school may be accepted for college credit provided that the International Baccalaureate Program Exam grade meets currently evaluated outcomes. International Baccalaureate credit is evaluated by Mines faculty every two years and credit will be transferred upon receipt of official exam scores. In some cases, departmental approval is required before credit is granted. See current International
Baccalaureate exam score requirements for transfer credit at https://www.mines.edu/registrar/advanced-credits/.

Course work completed for select subjects within the UK system (A or AS Exam): A-Levels may be accepted for college credit provided the final grade meets currently evaluated outcomes. Generally, Advanced Levels (A-Levels) are reviewed on a course by course basis. However, some exams have been approved for the coming two years starting in the fall of 2016. See current A-Levels exam score requirements for transfer credit at: https://www.mines.edu/registrar/advanced-credits/.

All admission decisions are final, with one exception. If your admission to the Colorado School of Mines is denied based on information you provided regarding your criminal history, pending criminal charges, or disciplinary history at another academic institution, you have the right to an appeal. Appeals must be in writing and should be submitted to the Associate Provost for Enrollment Management at admissions@mines.edu within 14 days of receipt of the admissions decisions. Appeals should include all relevant information you would like the Associate Provost to consider. You will be notified of the outcome of your appeal within 14 days of receipt.

**Undergraduate Non-Degree Students**

Our undergraduate non-degree option is designed for students who are interested in taking courses at Mines, but do not plan on pursuing a degree at that time. Undergraduate non-degree applicants include individuals who have not completed a Bachelor’s degree or higher. Individuals who have already completed a Bachelor’s degree, Master’s degree, PhD or Doctoral level degree, must submit a Graduate non-degree application. Registration in requested courses is based on availability (after all current students have registered for their courses), completion of the non-degree application, and proof of prerequisites, through the submission of official transcripts and/or test scores. A non-degree student is one who has not applied to pursue a degree program at Mines but wishes to take courses regularly offered on campus. Non-degree students pay all applicable tuition and student fees. Non-degree students are not eligible for financial aid. Only 12 hours of non-degree seeking courses may be applied towards a Mines degree. Applicants for admission to undergraduate programs whom do not meet admissions requirements may not fulfill deficiencies as a non-degree student.

**Returning Mines students**

Colorado School of Mines welcomes any previous Mines’ student who left the University in good standing and wishes to resume their studies at Mines. Students must complete the returning student application and must provide official transcripts from other college and universities attended since last attending Mines.

If a student is required to see the Readmissions Committee before returning to Mines, the Undergraduate Admissions office will not process the returning student application until a decision has been rendered and communicated from the Readmissions Committee. Readmission is granted at the discretion of the University. Factors which may be considered when determining eligibility for readmission include, but are not limited to, registration or transcripts holds, previous academic achievement, length of absence, space availability, activities during the period of non-enrollment, and prior disciplinary action.

**Declaration of Option (Major)**

The curriculum during the first semester at Mines is generally the same across majors. Students are not required to choose a major before the end of the freshman year. All students must have declared a major by the beginning of the junior year.

**Medical Record**

A health history prepared by the student, a medical examination performed by the student’s physician and an updated immunization record completed by the student and the physician, nurse or health authority comprise the medical record. A medical record is required for full time students entering Mines for the first time, or following an absence of more than 12 calendar months.

The medical record will be sent to the student after acceptance for admission. The medical record must be updated and completed and then returned to the Student Health Center before permission to enroll is granted. Proof of immunity consists of an official Certificate of Immunization signed by a physician, nurse, or public health official which documents measles, mumps and rubella immunity. The Certificate must specify the type of vaccine and the dates (month, day, year) of administration or written evidence of laboratory tests showing immunity to measles, mumps and rubella.

The completed medical record is confidential and will be kept in the Student Health Center. The record will not be released unless the student signs a written release.