

ADMISSIONS INFORMATION

ADMISSIONS POLICY

Luther Rice Seminary & University is an Equal Opportunity higher education institution open to any qualified individual without regard to race, religion, sex, age, color, national or ethnic origin, or disability. This non-discriminatory policy includes admission policies, scholarship and loan programs, and other institution administered programs, except where required by specific religious tenets held by the institution.

The prospective student is assessed according to his academic background, personal testimony for the Lord Jesus Christ, and evidence of his Christian faith. In considering applications, the Office of Admissions reviews the prospective student's complete record, recommendation, and personal information. If the prospective student meets the required standard, he is admitted to LRSU until he completes his program or becomes inactive (see "Readmission Policies").

Application must be made on the official form or website page furnished by the Office of Admissions. When the necessary information and fee have been received, action will be taken on the application by the Office of Admissions. The applicant will be notified of the decision in a timely manner.

APPLICATION PROCESS

1. Apply online at www.LRU.edu or submit the application found at the back of this catalog with appropriate fee.
2. Have official transcripts from each institution attended sent directly to LRSU. An official transcript request form is found in the back of this catalog. If more are required, please copy the one found in the back of the catalog.
3. Have the completed Christian character reference form sent to LRSU.
4. Complete the Bible content test online. This diagnostic test is part of the admissions process but does not determine eligibility to enter LRSU except at the doctoral level.
5. Doctoral students have additional requirements for admission (see p. 18).
6. International students have additional requirements for admission (see p. 19).

All required admissions documents must be received before a transcript review and course recommendations are possible.

ADMISSIONS REQUIREMENTS

General

Acceptance to a degree program at LRSU will be granted only after evaluation of the application, reference form, Bible knowledge exam, and official transcripts. The application must be accompanied by the appropriate fee (see "Tuition and Fees").

The online application is found at www.LRU.edu. A paper application form is found at the back of this catalog.

The applicant must also have signed that all of the information given is true and that he will adhere to the Standards of Conduct as long as he is a student of LRSU. He must affirm his belief in Articles I through XI of the Student's Doctrinal Statement. Further, he must indicate that he has read and will abide by the financial policies of LRSU. Finally, he must indicate that he has read and will respect the institution's purpose, philosophy, and objectives. Information proven to be false on the application may result in dismissal.

Applicant File Retention

Applicant file documents will be retained in the Admissions Office for a period of twelve months. If the prospective student's admission is not finalized in twelve months, the applicant documents will be destroyed.

Luther Rice University

Applicants desiring entrance into the Bachelor degree program must have completed the requirements for a high school diploma, GED, or Ability to Benefit Test. For information regarding the GED, please contact your state Department of Education. Those desiring to enroll without a high school diploma or GED please see the "Ability to Benefit" on Page 23 of the LRSU catalog. All applicants are required to complete a standardized Bible content test online.

Luther Rice Seminary

Master Programs

All Master programs require satisfactory completion of a Bachelor degree or its equivalent with a cumulative GPA of at least 2.0 (on a 4.0 point scale). All students are required to complete a standardized Bible knowledge test.

Bachelor degree equivalency is understood in the sense that the applicant has satisfactorily completed 120 semester hours of recognized college level work in which the applicant received at least a 2.0 cumulative GPA (on a 4.0 scale). No Bachelor degree will be awarded to an applicant entering a Master program by equivalency.

Doctoral Program

ADMISSION REQUIREMENTS

1. A Master of Divinity degree or its equivalent from an accredited graduate school.*
2. An acceptable, verifiable, employment experience in a specific area of career ministry.
3. An acceptable, verifiable two year history showing good professional standing, adherence to the fundamentals of the Christian faith, and good Christian character and conduct.
4. A cumulative grade point average of 3.0 (on a 4.0 scale) in recognized Master-level work.
5. An acceptable, verifiable ministry laboratory in which the applicant can pursue the required projects.
6. Minimum age of 25 years.
7. A score of 100 or better on the standardized Bible content test online.

8. A score of 400 or better on the Miller Analogies Test. For a schedule and the test site nearest you, call 1-800-622-3231 or visit www.milleranalogies.com. The test can also be administered on the LRSU campus. **The LRSU institution code for the MAT is 4019.** Scores received within the past 3 years will be accepted.
 9. Submission of an acceptable scholarly research paper adhering to the Graduate Committee guidelines (available in the Admissions Office or online at www.LRU.edu).
- * LRSU defines M.Div. equivalency as:
- 1) An acceptable Master degree and
 - 2) A total of 90 semester hours of accredited, graduate-level theological/ministerial course work in which the applicant received a "B" or better.

Applicants who do not meet all of the above criteria, but who have another theological degree of at least 60 semester hours, may enter LRSU as a "special student" and make up the deficit hours between their Master degree and the M.Div. (30 hours maximum) by taking specifically assigned Master-level courses from LRSU at the regular M.Div. tuition cost. No M.Div. degree will be awarded. Alternatively, one may wish to enroll in the LRSU M.Div. program and transfer as many hours as are applicable to the M.Div. degree (60 hours maximum). In this case, the M.Div. degree is awarded and the student applies for entrance into the D.Min. program as outlined above.

International Admissions

Luther Rice Seminary & University is authorized under federal law to enroll international students. Any person desiring international admission should allow 3-6 months to complete the admissions process. All applicants from non-English speaking schools must supply official transcripts from the school with a certified English translation. Students who have a primary language other than English must certify that they are proficient in the English language.

International students in need of F-1 status must reach final acceptance by completing the initial admissions process and submit the following documentation prior to receiving the I-20:

- * Student Visa (I-20) Application
- * Affidavit of Support (notarized) or Letter of Sponsorship
- * Verification of Funds from Student or Sponsor
(Note: We cannot accept faxes or unofficial photocopies of financial letters or bank statements. All financial information must be statements with dates no older than 2 months prior to the I-20 application date.)
- * Copy of Valid Passport
- * Copy of Current Student Visa (if applicable)
- * Copy of I-94 Card (if available)
- * Official TOEFL Scores
- * I-901 fee processed
- * \$4,500 (USD) deposit to student account. (The first year of tuition and fees will be debited from this account. Any remaining balance owed must be paid before the start of classes).

Only Cash, Certified Bank Check (USD), or money order will be accepted for this payment.

English Language Competency Requirements

Proof of English proficiency is required to enter Luther Rice Seminary & University for students whose primary language is not English*. All applicants who will be studying in the U.S. on an F-1 student visa and have a primary language other than English must verify English language competence. This requirement is a United States Citizen and Immigration Services (USCIS) regulation. Students may verify English competency by providing evidence of completion of either:

- Completing an authorized English as a Second Language (ESL) program
- Completion of the Test of English as a Foreign Language (TOEFL).

The TOEFL is the accepted industry standard for English aptitude certification. Each TOEFL exam mode has a separate scoring range, thus the need for three minimum score requirements. The minimum scores for admission are:

TOEFL	Bachelor	Graduate
Paper Based Test	500	550
Computer Based Test	173	213
Internet Based Test	61	79

Prospective students must provide LRSU with an official copy of their test results. **The TOEFL institution code for LRSU is 8489.** When the code number is entered on the exam, official test results will be automatically forwarded to LRSU. Information on the TOEFL examination can be obtained at www.toefl.org or by writing TOEFL, P. O. Box 6155, Princeton, NJ 08451-6155, USA.

*D.Min. students who are doing their work and receiving their instruction in Korean are exempt from the TOEFL requirement.

IMPORTANT INFORMATION FOR STUDENTS IN F-1 STATUS

* All F-1 students should be enrolled as full-time students each semester throughout their entire program. Students in the bachelor program must maintain four classes each semester (12 hours), and students in the master program must be enrolled in three classes each semester (9 hours). These hours must be maintained and verified to avoid being out of USCIS status.

* On campus Courses: Students are required to take a minimum of 9 hours on campus (BAR); graduate students must complete 6 hours on campus (MA, M.Div.). Three (3) additional hours are required and may be completed online or on campus.

* Online Courses: Students are not limited to one online course, but no matter how many he/she takes, only one course counts toward maintaining a full course of study. Students must remain active in the online course and complete all course assignments. Attendance is determined by weekly activity and completion of weekly course requirements. Any four week occurrence of inactivity will automatically result in a course grade of "F." This will count as an unauthorized drop below a full course of study in the SEVIS/USCIS system, which may be grounds for termination.

* Students are responsible for notifying the International Student Office of any change in their personal information no later than 10 days after the change is implemented. (Example: address, telephone, etc.) The student must also submit US Government form AR-11 to report the change.

* A student may be recommended for off campus employment after the student has completed one year in his program of study and proves a financial need. Students in F-1 status with a work permit may work twenty hours per week while classes are in session and forty hours per week during vacation periods. Immigration laws prohibit dependents from securing employment.

Note: If you are currently a student at another institution and already have an F-1 visa, you need a new I-20 issued by Luther Rice Seminary & University. Therefore, you must submit the I-20 application packet, transfer clearance form, a copy of current visa, I-20, passport, and I-94, along with all other admissions requirements.

Caution: Prospective students are cautioned not to come to the United States on a Visitor's Visa and then attempt to get this changed to a Student Visa once they arrive in this country. The U.S. Immigration Service considers this as coming to the U.S. on false pretenses and may not approve such a request. The only exception is if individuals indicate to the U.S. Consulate in their country in writing that the purpose of a visit to the U.S. is to select a college.

The D.Min. program is not an optional degree program for F-1 visa students. This conclusion is based on the specific criteria of the D.Min. degree program requirements and the D.Min. academic structure. The D.Min. degree program does not provide the kind of full-time on campus classes that would be required to maintain a student F-1 visa status.

Non-degree Students

A non-degree student is one desiring to take only a limited number of courses for credit, without enrolling in an official degree program. Students wanting to use LRSU course credits to transfer to another institution would fall into this category. A non-degree student is coded as a *Special Student* in the LRSU computer database.

The process for acceptance as a non-degree student is as follows:

1. Submit a completed Special Student Application, along with the application fee, to the Admissions Office.
2. Submit an official letter from your current institution's Registrar stating that you are a student in good standing and what program of study you are enrolled, or a copy of the transcript of the highest degree earned. If the student is not currently enrolled in another institution, the most recent post-secondary transcript must be submitted.
3. Submit a statement describing your conversion experience, including what a person must do to receive eternal life and when you personally took that step.
4. When all the required documents are received by LRSU, the application file will be reviewed. You will be notified by mail of your admissions status.

A non-degree student is subject to all current institutional policies, including but not limited to financial, academic, and behavioral requirements.

AUDITS

An auditor is one desiring to take a limited number of on-campus courses for which credit is not received. Online coursework may not be audited. Auditors pay only a \$100.00 attendance fee per course. Audited courses cannot be converted to courses for academic credits, no exceptions.

APPEALING ADMISSION DENIALS

When applicants do not meet the regular admission requirements for entrance into an academic program, they will be notified of nonacceptance by the Admissions Office. Such decisions may be appealed by the students who believe that extenuating circumstances are responsible for their failure to meet the requirements for admission. Appeals are to be submitted in writing to the Vice President for Academic Affairs, who will refer the matter to the appropriate faculty committee (i.e., the undergraduate or graduate committee). The committee's decision will be relayed to the appellant by the faculty secretary, and that decision will be final.

Students who enter an academic program through the appeals process, without meeting the regular admissions requirements, may, at the discretion of the appeals committee, be admitted on condition of satisfactory performance in the first year of study. Such students will be notified of the probation or other conditions that apply when the faculty secretary informs them of their acceptance. Failure to fulfill such conditions may result in prolonged probation or dismissal.

READMISSION POLICIES

The following students are dropped from active status and are required to complete a reactivation application for readmission:

Bachelor- and Master-level Students

1. Any student who does not complete at least one course in a 12 month time period.
 2. Any student who does not complete his program within the specified length of time (see "Program Time Limitations").
 3. Any student who voluntarily withdraws.
 4. Any student suspended for academic or disciplinary reasons.
 5. Students who graduate.
- Any previous balance owed to LRSU must be paid at the time of reactivation.

A student who submits an application for reactivation will reenter his program at the tuition rate and with degree requirements in effect at the time of his reactivation.

If a student had been sponsored, any documentation from a former sponsor is considered void. It is the student's responsibility to request that the sponsor furnish new documentation.

Completed academic work in the D.Min. program that is older than the maximum program time limitations (see "Program Time Limitations") may not be counted toward degree requirements at reactivation.

Doctoral students

1. Any student who does not complete his program within the specified length of time (see "Program Time Limitations").
2. Any student who misses 3 tuition payments.
3. Any student who voluntarily withdraws.
4. Any student suspended for academic or disciplinary reasons.

In order for any earlier work and/or payments to be credited at the time of reactivation,

1. Students must reactivate with a minimum of 2 years remaining in their program of study, based upon the original date of acceptance into the program, excluding the period of inactivity. Students then have the balance of the 5 years from the original date of acceptance to complete the degree.
2. Any previous balance owed to LRSU must be paid upon reactivation.
3. The reactivating student will reenter at the then current tuition rates and degree requirements.

If all the requirements listed above cannot be met at the time of reactivation, the student must apply to enter the doctoral program as a new student. No earlier academic work or financial payments will be credited toward the degree.

ABILITY TO BENEFIT

Those who do not possess a high-school diploma or its equivalent, have not passed the General Education Development (GED) tests, and are beyond the age of compulsory education, may still be able to enroll in undergraduate studies. In order to be accepted as a student under these conditions, the student must demonstrate an ability to benefit from the educational programs offered at LRSU.

To determine an ability to benefit, students must take the US Department of Education approved test and achieve passing scores as determined by the DOE. The official test scores must be provided to the Admissions Office, as well as all other admissions documents, before the Applicant file will be reviewed for final approval.

The Ability to Benefit test that Luther Rice Seminary & University utilizes is the ASSET. The required Basic Skills Tests include Reading, Writing and Numerical-forms B2, C2, D2 and E2. Currently, the federally approved passing scores on the test are as follows: Reading (35), Writing (35), and Numerical (33). The test must be administered at an official ACT testing site by qualified personnel.

For information on the test and the nearest testing center, contact American College Testing (ACT) at www.act.org or call 319-337-1000.

CHANGE OF DEGREE

Graduate students changing degree programs are required to complete a minimum of 12 semester hours in their new program before being eligible for graduation from that program. To change a degree program, please submit a reactivation application with appropriate fee.

TRANSFER OF CREDIT

For Bachelor, MA, and M.Div. programs, a student transferring from an approved academic institution may transfer any applicable work for which he received at least a C or higher. An approved academic institution is one which is accredited by an accrediting agency recognized by the Council for Higher Education Accreditation (CHEA) or the US Department of Education, or which LRSU recognizes as a legitimate degree-granting institution. LRSU recognizes non-accredited institutions based upon an evaluation of their academic catalog, faculty credentials, course offerings, and degree requirements. All courses transferred must have been completed in a timely manner.

For the D.Min. program, transfer of credit for work that received a "B" or better will be allowed, in addition to the above requirements.

In addition to the requirement of a minimum grade on transfer work, each course to be transferred must apply to the student's program of study as indicated on the student's program status sheet.

Credits or degrees from non-accredited academic institutions will be evaluated on an individual basis.

The last 30 hours of any degree must be taken through LRSU in order to meet graduation requirements (D.Min. 24 hours).

The following reflects the maximum number of transfer credits possible in each degree program:

BA	90 hours
All MAs	6 hours
M.Div.	60 hours
D.Min.	6 hours

Students desiring to transfer courses to another academic institution should contact the Admissions Office of that institution with regard to its policies on accepting transfer credit. Institutions vary widely on their accreditation requirements and the modes of study that they accept. LRSU students should use the information on accreditation (see p. 13 item #1) when contacting other institutions.

Students who need an official transcript sent should contact the Registrar's Office with a written request or by email to Registrar@LRU.edu, and pay the \$5.00 fee. The Request for Transcript forms provide all the information necessary for this. Students who have questions regarding the transfer of credit to LRSU should contact the Admissions Office at 1-800-442-1577.

ADVANCED STANDING CREDIT

Earn graduate level credit for undergraduate courses.

In addition to receiving credit through transfer, Master-level applicants may also receive credit for advanced standing. If an individual applies for one of the Master of Arts degrees or Master of Divinity degree program, the applicant may qualify for credit through advanced standing based upon his or her undergraduate transcript(s) **and a score of at least 100 on the Bible content entrance test.**

Only those courses taken as part of the applicant's undergraduate program which are equivalent to the corresponding listings in the current LRSU catalog will be accepted as advanced standing credits. Further, the applicant must have received a "B" or better in each applicable course. These hours must have been earned at a college or university accredited by an accrediting agency recognized by the Council for Higher Education Accreditation (CHEA) or the US Department of Education, or approved by LRSU.

Master of Arts degree programs receive up to 6 credit hours. Master of Divinity degree programs receive up to 21 credit hours. Advanced standing credit only applies to Masters level programs.



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Dr. and Mrs. Ron Long



International Student Orientation