International Student Admissions Policies (Undergraduate Students)

It is proposed to:

1. Accept IELTS (International English Language Testing System) test scores at the undergraduate level as an alternative to TOEFL (Test of English as a Foreign Language).

2. Raise the undergraduate English proficiency requirement for international student admission from the current level of TOEFL 500 (Paper-Based test), TOEFL 173 (Computer-Based test), to TOEFL 520 (190 CBT)/IELTS 5.5.

3. Accept successful completion of UWM's ESL Program, with a passing grade after having completed at least eight weeks at the immersion level as equivalent to a score of TOEFL 520 (190 CBT)/IELTS 5.5 for UWM admission purposes. Students successfully completing would not be required to present TOEFL or IELTS scores.

4. Allow conditional admission to undergraduate programs for international students who apply to UWM without first having achieved a score of TOEFL 520(190 CBT)/IELTS 5.5. These students would fall into one of the following two categories:

   A. Any student admitted conditionally to an undergraduate program who presents scores below TOEFL 500(173)/IELTS 5.5 (or who does not present one of these scores) would be required to enroll full time in the ESL program. Upon achieving a TOEFL score in the 500(173) to 517(187) range, the student would move to Category B.

   B. Students admitted conditionally to an undergraduate program who present scores of TOEFL 500(173) or more, but less than TOEFL 520(190), would be allowed to enroll in 6 credits in their academic area on condition that they concurrently enroll in the Bridge Course for Dual Enrolled Students. After successfully completing the course with an 80% success rate on all modules, or achieving a TOEFL 520(190)/IELTS 5.5, these students will be eligible for full time academic enrollment.
Motion 1: Dual admission students who take the Bridge Course for Dual Enrolled Students (non-credit) with an 80% success rate, would have language proficiency accepted for full matriculation.

Rationale:

The testing standards and accepted scores for ESL Language proficiency were established in UWM Faculty Document 2425. The Center for International Education monitors the progress of dual admission students. The motion serves to facilitate matriculation of students in the specific language areas needed for success in campus classes. The bridge course is specially designed for the academic needs of dual admit students. The student needs 80% success in all modules to complete and be granted out of dual enrollment. If that is not achieved, they need to retake the course. The cap on the class is 15 students. The instructors have tried to connect the content with particular academic skills needed for other courses students are taking, such as note taking, listening and reading for detail, and presentational speaking. This course is also a way to address an issue that was raised in the system audit of International Student and Scholar Services, regarding inconsistency with the way the University is dealing with Dually enrolled students.

Current Document Language in Faculty Document 2425:

4. Allow conditional admission to undergraduate programs for international students who apply to UWM without first having achieved a score of TOEFL 520(190 CBT)/IELTS 5.5. These students would fall into one of the following two categories:

A. Any student admitted conditionally to an undergraduate program who presents scores below TOEFL 500(173)/IELTS 5.5 (or who does not present one of these scores) would be required to enroll full time in the ESL program. Upon achieving a TOEFL score in the 500(173) to 517(187) range, the student would move to Category B.

B. Students admitted conditionally to an undergraduate program who present scores of TOEFL 500(173) or more, but less than TOEFL 520(190), would be allowed to enroll in 6 credits in their academic area on condition that they concurrently enroll in two classes in the Intensive English Program. After successfully completing the ESL program through the Immersion level, or achieving a TOEFL 520(190)/IELTS 5.5, these students will be eligible for full time academic enrollment.
4. Allow conditional admission to undergraduate programs for international students who apply to UWM without first having achieved a score of TOEFL 520(190 CBT)/IELTS 5.5. These students would fall into one of the following two categories:

   C. Any student admitted conditionally to an undergraduate program who presents scores below TOEFL 500(173)/IELTS 5.5 (or who does not present one of these scores) would be required to enroll full time in the ESL program. Upon achieving a TOEFL score in the 500(173) to 517(187) range, the student would move to Category B.

   D. Students admitted conditionally to an undergraduate program who present scores of TOEFL 500(173) or more, but less than TOEFL 520(190), would be allowed to enroll in 6 credits in their academic area on condition that they concurrently enroll in the Bridge Course for Dual Enrolled Students two classes in the Intensive English Program. After successfully completing the course with an 80% success rate on all modules, ESL program through the Immersion level, or achieving a TOEFL 520(190)/IELTS 5.5, these students will be eligible for full time academic enrollment.

12-13 ARPC Members
Theresa Franz
Chui Law
Dietmar Wolfram
Andrea Azarian
Jennifer Earl Boehm
Enrique Figueroa
Maria Del Pilar Melgarejo-Acosta
Sheila Feay-Shaw, Chair

Justin Mayer
Jan Ford
Jennifer Gruenwald
Tom McGinnity
Erin Fox
Motion 2: to allow the ESL program flexibility in determining language proficiency for matriculation for students who are conditionally admitted and who have completed at least eight weeks of immersion level ESL.

Rationale:
In 2004, UWM Faculty Document 2425 was passed to add the IELTS as a benchmark for language using four months as the equivalent of a semester in determining the length of language study needed. This has caused issues for some countries sending students to UWM based on the timing of VISAs that happen after the start of an official semester. It was felt that the eight weeks of immersion would allow faculty and staff to assess the potential for language success and provide a testing window for language scores.

Current Language from Faculty Document 2425:
3. Accept successful completion of UWM's ESL Program, with a passing grade after one full semester at the Immersion level, as equivalent to a score of TOEFL 520 (190 CBT)/IELTS 5.5 for UWM admission purposes. Students successfully completing would not be required to present TOEFL or IELTS scores.

Changed Language for Document 2425
3. Accept successful completion of UWM's ESL Program, with a passing grade after having completed at least eight weeks of a full semester at the Immersion level, as equivalent to a score of TOEFL 520 (190 CBT)/IELTS 5.5 for UWM admission purposes. Students successfully completing would not be required to present TOEFL or IELTS scores.

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Chui Law                    Jan Ford
Dietmar Wolfram             Jennifer Gruenwald
Andrea Azarian              Tom McGinnity
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Sheila Feay-Shaw, Chair
International Student Admission

UWM's Center for International Education is responsible for the admission of international (non-immigrant) students. In addition, the Center for International Education processes undergraduate applications submitted by U.S. permanent residents with foreign academic work.

Applicants are encouraged to apply online at [http://apply.wisconsin.edu/](http://apply.wisconsin.edu/). Application materials are located on the Center for International Education website at [www.international.uwm.edu](http://www.international.uwm.edu) or can be requested via email to isss@uwm.edu. Prospective students may visit the Center for International Education, located in Garland Hall, Room 138, or write to The Center for International Education, International Student and Scholar Services, Garland Hall 138, P.O. Box 413, University of Wisconsin-Milwaukee, Milwaukee WI 53201-0413. Application materials sent via express mail should be addressed to the Center for International Education, ISSS, 2441 E. Hartford Ave., Milwaukee, WI 53211. The telephone number is (414) 229-4846.

Students are encouraged to apply a year in advance of the term in which they wish to enroll at UWM. The length of the application process can vary depending on how quickly the applicant provides all required materials to complete the application. The following materials are required to be considered for admission to UWM.

1. A completed and signed application form.
2. An $84 fee ($44 state-required application fee plus a $40 evaluation fee for applicants with non-US academic credentials). These fees cannot be waived, refunded, or applied to any other University fee or bill. Fees are subject to change.
3. Original or officially-certified copies of all grade reports, transcripts, or marks sheets for all secondary and higher studies undertaken, as well as original or officially-certified attested copies of all academic diplomas, certificates, and national or other major examination results. Official records must be submitted in the native language and must be accompanied by an official English translation. Notarized copies are not accepted. Whenever possible, academic records must be sent directly to Center for International Education from the issuing institution.
4. All non-native speakers of English are required to meet the University's English proficiency requirement. Undergraduate applicants must submit an official TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing Service) score that meets the minimum requirements below. Test scores must be received directly from the testing service and must be no more than two years old. TOEFL: 520 (paper based); 68 (internet based). IELTS: 5.5.

You can be admitted to UWM if you do not meet the minimum English proficiency requirements. There are two different types of admission with English deficiency:

**Conditional Admission:** If you did not take the TOEFL or IELTS or received a TOEFL score of less than 500 (paper-based)/61 (internet-based) or an IELTS score below 5.0,
you can be conditionally admitted to UWM. You will then be required to satisfy one of the following requirements prior to becoming eligible to enroll in academic courses:

1. Submit a TOEFL score of 520 (paper-based)/68 (internet-based) or an IELTS score of at least 5.5.
2. Successful completion of the UWM ESL Immersion program with a grade of B or higher.

**Dual Admission:** If you received a TOEFL score between 500 and 519 (paper-based)/61-67 (internet-based) or an IELTS score of 5.0, you will be admitted to UWM, but you will only be allowed to register for part-time academic courses (maximum of 6 credits). You must also complete a part-time ESL course, specifically designed for dual admission students, to so that you may meet the minimum English proficiency requirements. Successful completion of this course with a score of 80% or better in all modules, will allow you to become a full-time student, without requiring you to re-take the TOEFL or IELTS exam.

5. Additional departmental requirements may apply. Please contact the International Student and Scholar Services office for more details.
6. International students who require an F or J visa must submit proof that they have adequate financial support to live and study full-time at UWM. Updated financial figures can be found at www.international.uwm.edu. Financial verification is required before the University will issue the U.S. government form (Form I-20 or DS-2019) necessary to obtain a foreign student visa or to transfer from another U.S. institution.
Members present: Edward Burgess, Nancy Gusavac, Bruce Horner, Yi-Ching Kao, Bridget Kemp, Justin Mayer, Carol Seery, Dianne Sinnwell, Beth Weckmueller

Absent: Brian Armstrong

Guests: Brooke Thomas, Jennifer Gruenewald

Call to Order (11:05 am)

Approval of Minutes
Minutes of the January 27, 2004 meeting were approved.

Old Business
Brooke Thomas and Jennifer Gruenewald of International Student and Scholar Services (ISSS) presented the revised proposal regarding undergraduate admission requirements for international students. The document raised the minimum TOEFL score; included optional submission of an IELTS score; and described ESL study requirements for conditional admission of low-scoring students. The proposal had been approved “in principle” at the January 2004 meeting. A motion to approve the revised version was made by Bruce Horner. Bridget Kemp seconded the motion. The motion passed unanimously. Chair Carol Seery will send the proposal forward to the University Committee to see if further action is necessary.

It was discussed that international graduate student admission requirements (not an aspect of the proposal) are handled by the Graduate School. Questions were raised by ARPC committee members about some specific cases of admission review related to graduate students (e.g., applicants from Puerto Rico, Americans who have completed college degrees abroad). The ISSS representatives expressed interest and willingness to communicate with Graduate School personnel in an effort to further clarify how related cases are handled.

New Business: Registrar’s Update
Beth Weckmueller reviewed the application numbers for the Fall 2004 (semester (+18% compared to this time last year) and the current enrollment numbers for Spring 2004 semester (+4% over last year’s headcount).

An item was presented for action. The ARPC considered the Department of Enrollment Services’ proposal that a timely submission of ACT scores be required in the admission review process for all new freshmen applicants regardless of their standing with respect to class rank. Nance Gusavac moved that the proposal be accepted. Ed Burgess seconded. Motion passed.

Adjournment and Next Meeting
The meeting was adjourned at 12:00 noon. The next meeting is scheduled for March 30.

Respectfully submitted,