Admissions Procedures

2015/2016

All Applicants

Documents received by CSM 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.

A $45.00 non-refundable application fee is required from all applicants.

Applications for undergraduate study cannot be accepted later than 21 days prior to the date of registration confirmation for any academic semester or summer session. Admission for any semester or term may close whenever CSM’s 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: admit@mines.edu; or via postal mail:

Admissions Office
Colorado School of Mines
1200 - 16th Street
Golden, CO 80401

(Please note: The Admissions Office will move to the Starzer Welcome Center, 1812 Illinois Street in early fall 2015)

A student may apply for admission any time after completing the 11th grade. The application will be evaluated upon receipt of the completed application form, a 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 determined to meet freshman admission requirements are admitted subject to completion of all entrance requirements and high school graduation.

Transfer Students

Guaranteed Transfer

Colorado School of Mines is a signatory to the Colorado Statewide Engineering Articulation Agreement, which can be viewed at www.state.co.us/cche (http://www.state.co.us/cche). Beginning with admissions in 2003–2004, this agreement determines transferability of coursework for engineering students in the State of Colorado.

All students transferring into CSM under the terms of the statewide agreement are strongly encouraged to be advised by the CSM Admissions 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 agreements with Red Rocks Community College (RRCC), Front Range Community College (FRCC), Community College of Denver (CCD), Community College of Aurora (CCA), and Arapahoe Community College. Students are encouraged to contact the Admissions Office at these institutions for additional information.

Transfer by Review

Undergraduate students at another college or university who wish to transfer to CSM should apply online at www.mines.edu.

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), 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).

Advanced Placement and International Baccalaureate

Course work completed for select subjects under the Advanced Placement Program in a high school may be accepted for college credit provided that the Advanced Placement Program Test grade is either 5 (highest honors) or 4 (honors).

In special cases, advanced placement may be granted for course work not completed under the College Entrance Examination Board Program. Students wishing such credit may demonstrate competence by writing the Advanced Placement Examination on the subject. Information can be secured from:

the College Entrance Examination Board
P.O. Box 592
Princeton, NJ 08541

More information on which subjects are accepted can be found on the web at www.mines.edu.

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 is a 5, 6, or 7 on selected standard and higher level exams. In some cases, departmental approval is required before credit is granted. More information on which subjects are accepted can be found on the web at www.mines.edu.

Declaration of Option (Major)

The curriculum during the first semester at CSM 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 CSM 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.

Veterans

Colorado School of Mines is approved by the Colorado State Approving Agency for Veteran Benefits under chapters 30, 31, 32, 33, 35, 1606, and 1607. Undergraduate students must register for and maintain 12.0 credit hours, and graduate students must register for and maintain 9.0 credit hours of graduate work in any semester to be certified as a full-time student for full-time benefits. Any hours taken under the full-time category will decrease the benefits to 3/4 time, 1/2 time, or tuition payment only.

All changes in hours, program, addresses, marital status, or dependents are to be reported to the Veterans Certifying Officer as soon as possible so that overpayment or underpayment may be avoided. Veterans must see the Veteran's Certifying Officer each semester to be certified for any benefits for which they may be eligible. In order for veterans to continue to receive benefits, they must make satisfactory progress as defined by Colorado School of Mines.

An honorably or generally discharged military veteran providing a copy of his/her DD214 is awarded two credit hours to meet the physical education undergraduate degree requirement at CSM. Additionally, veterans may request substitution of a technical elective for the institution's core EPICS course requirement in all undergraduate degree programs.

For more information, please visit the Veterans Services (http://inside.mines.edu/Veterans-Services) web page.