

## Admissions Policy & Procedure

Midwives College of Utah (MCU) Admissions Committee will conduct a qualitative and quantitative review of each applicant to determine acceptance. The Admissions Committee members are the Registrar, Graduate Registrar, President, Academic Dean and two to three faculty members. Per Title IV requirements, MCU admits as regular students only persons who—(i) Have a high school diploma; (ii) Have the recognized equivalent of a high school diploma; (iii) Are beyond the age of compulsory school attendance.

### Rationale

In order to attract and maintain students who will achieve their personal educational goals and succeed as an MCU student acceptance without regard to gender, race, marital status, ethnic origin, creed, age or sexual orientation or disability, the admissions policy must be clearly defined and assessed.

Faculty, students and staff are given the opportunity to periodically evaluate student admissions criteria in order to assure relevant input from all stakeholders. The Admissions Committee considers feedback and reviews previous semester candidates to determine success rate and identify emerging patterns of concern.

### Implementation Detail

	<b>Person responsible</b>	<b>Required date</b>
Applicant interviews are completed by Registrar and Graduate Registrar. New applicants and required application materials are tracked through the on-line Applicant Manager.	Registrar interview undergrads; Graduate Registrar interview graduate students	Before semester acceptance deadline
Registrar works with student to assure timely submission of all application documents.	Registrar	By specified deadlines
Academic Dean and Faculty Admissions Committee (comprised of volunteer faculty) review applicant essays and input scores on essay quality and applicant's writing ability. Committee also provides qualitative commentary on each candidate. Scores and input recorded on the Applicant Interview Tracking Tool spreadsheet.	Academic Dean / Faculty Admissions Committee	Prior to Admissions committee review
Registrar reviews applicant documents and assigns a score for the following categories: former college transcript GPA, letters of reference, birth experience, obstacle plan, financial plan, and completion of application. Registrar provides qualitative commentary from one-on-one interview.	Registrar	
Admissions committee meets to review applicants, interview notes, and cumulative score for all application materials. Quantitative score ranking and qualitative	President, Ad Asst., Registrar, Grad Registrar, & faculty	One week after application deadline

analysis are both considered in determining students accepted.	member	
Students are notified if accepted or declined	Registrar	Two weeks after application deadline