

# confused about college?

**2 Year** – aka community college or junior college is a great place to earn your associate degree. You can even take your general education classes (on the cheap) and transfer to a 4 Year college.

**4 Year** – where you can earn a bachelor’s degree and in some cases a master’s degree or doctorate.

**Trade School** – aka Vo-Tech, vocational center, technical center is where you can earn a certificate. This type of school does not offer a college degree.

**Public University** – oversight by the state in which the university is located. This is often the least expensive college option, especially for in-state residents.

**Private University** – is independently owned and operated. It may be owned by a charitable organization or, in the case of a faith-based private university, by a religious organization.

## At A Glance

The more dots ● the more likely the school is to meet the option

	2 YEAR	4 YEAR	TRADE
<b>COST</b>	● ● ●	●	● ● ●
<b>GRADUATE FAST</b>	● ●	●	● ● ●
<b>ON CAMPUS HOUSING</b>	● ●	● ● ●	
<b>FAST TRACK TO WORK</b>	● ●	●	● ● ●
<b>EARN A DEGREE</b>	● ● ●	● ● ●	
<b>INTERNSHIPS</b>	● ●	●	● ● ●

FACTORS TO CONSIDER

# COMPARE COLLEGES

	#1	#2	#3
<b>LOCATION</b>			
distance from home			
<b>SIZE</b>			
enrollment			
physical size of campus			
<b>ENVIRONMENT</b>			
type of school (2- or 4-year)			
school setting (urban, rural)			
location & size of nearest city			
co-ed, male, female			
religious affiliation			
<b>ADMISSION REQUIREMENTS</b>			
deadline			
tests required			
average test scores, GPA, rank			
notification			
<b>ACADEMICS</b>			
your major offered			
special requirements			
accreditation			
student-faculty ratio			
typical class size			
<b>COLLEGE EXPENSES</b>			
tuition, room and board			
estimated total budget			
application fee, deposits			
<b>FINANCIAL AID</b>			
deadline			
required forms			
percentage receiving aid			
scholarships			
<b>HOUSING</b>			
residence hall requirement			
food plan			
<b>FACILITIES</b>			
academic			
recreational			
other			
<b>ACTIVITIES</b>			
clubs, organizations			
Greek life			
athletics, intramurals			
other			
<b>CAMPUS VISITS</b>			
when			
special opportunities			

# Selecting the College

## *“What’s My Preference?”*

Do I want to be close to home?

If so, how close is too close for comfort and how far is too much? Remember, the farther you go, the higher the costs to get home—moving from train, bus or car ride to airplane transportation each time you head home.

How important is **cost**?

To keep costs low, you may want to consider living at home and attending college nearby. And, does the school offer scholarships? If so, will you meet the requirements?

What type of **career** do I want?

Find out if your career requires a college degree. If so, what is the most typical degree for the entry-level position? This will tell you if you should look at a 2 Year, 4 Year or Trade School.

**Location?**

Do I prefer an urban environment, rural setting, suburban area?

**Size?**

How many students attending would be my preference? Small is fewer than 2,000; medium is 2,000-15,000, and large is more than 15,000 students.

**Gender-Specific?**

Do I prefer a single-sex institution or co-educational?

**Access Services?**

Do I have physical impediments where I will need an accommodation (hearing, sight, physical disability)?

**Majors?**

Do they offer my top 2-3 programs of preference?

**Admissions Requirements?**

Do I meet the minimum requirements to be admitted?

# College Costs Worksheet

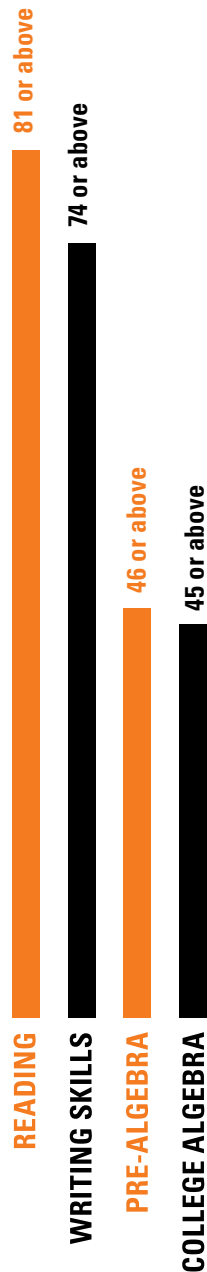
Chart your course to see which college or university best fits your financial resources. Your total in Funds Available should be at least the same amount as your total for Expenses. If not, you have a funding gap, meaning that you have more expenses than funds available and will need to take out a loan or seek other sources of funds.

EXPENSES	College 1	College 2	College 3	College 4
Tuition and fees	\$	\$	\$	\$
Books and supplies	\$	\$	\$	\$
Room and board	\$	\$	\$	\$
Transportation	\$	\$	\$	\$
Miscellaneous	\$	\$	\$	\$
<b>TOTAL</b>	\$	\$	\$	\$
<b>FUNDS AVAILABLE</b>				
Student and parent contributions	\$	\$	\$	\$
Grants	\$	\$	\$	\$
Scholarships	\$	\$	\$	\$
Work-study	\$	\$	\$	\$
<b>TOTAL</b>	\$	\$	\$	\$
<b>FUNDING GAP</b>				

# ENTRY-LEVEL ASSESSMENT COMPASS PLACEMENT TEST

SCORE INDICATORS - REVISED MAY 20, 2009

## PROFICIENCY AT A GLANCE



**NOTE:** Unless otherwise specified by program requirements, students must remove curricular deficiencies within the first 24 semester credit hours attempted.

STUDENTS MAY TEST THREE (3) TIMES ON EACH COMPONENT

**READING COMPREHENSION**

Score of 81 or above indicates entry-level proficiency – Student may proceed with enrollment based on the outcome of the remaining assessments.

Score of 80 or below indicates performance deficiency – Student must enroll in READ 0143 Reading Fundamentals.

**WRITING SKILLS**

Score of 74 or above indicates entry-level proficiency – Student may enroll in ENGL 1033-Technical Writing or ENGL 1113-Freshman Composition 1.

Score of 73 or below indicates performance deficiency – Student must enroll in ENGL 0143-English Fundamentals.

**Score of 97 or above – Student has satisfied the first part of the requirement of Advanced Standing Credit in ENGL 1113-Freshman Composition I, or ENGL 1033-Technical Writing 1. Student may schedule with the Assessment Center to complete the assessment, which consists of writing an essay for Freshman Composition I, or taking the COMPASS E-Write exam for Technical Writing I. (Must test prior to attending the class.)**

**PRE-ALGEBRA (ARITH)**

Score of 46 or above indicates entry-level proficiency – Student may enroll in MATH 2003-Business Math.

Score of 45 or below indicates performance deficiency – Student must enroll in MATH 0143-Math Fundamentals.

**COLLEGE ALGEBRA**

Score of 45 or above indicates entry-level proficiency – Student may enroll in MATH 1513-College Algebra

**OR**

**ALGEBRA (INTERMEDIATE)**

Algebra (Intermediate) A score of 68 or above on Algebra indicates entry-level proficiency—Student may enroll in MATH 1513 – College Algebra.

Score of 45-67 indicates performance deficiency—Student must enroll in MATH 0163-Intermediate Algebra.

Score of 0-44—Student must enroll in MATH 0153- Algebra Fundamentals

**Score of 87 or above in College Algebra—Student qualifies for Advanced Standing Credit for MATH 1513 – College Algebra. (Must test prior to attending the class).**

**SCIENCE**

Score of 126 or above indicates entry-level proficiency—Combined reading and College Algebra score ( may not be deficient in either area).

**OR**

Score of 149 or above indicates entry-proficiency—Combined reading and algebra (may not be deficient in either area).

# ADMISSION REQUIREMENTS



[www.osuit.edu](http://www.osuit.edu)

**Oklahoma State University Institute of Technology is an open admissions university** offering associate in science (transfer degrees), associate in applied science, and bachelor of technology degrees. Residential living is available through on-campus apartments, suite-style and traditional residence halls for single, married and adult students. On-site daycare is also offered.

To apply, students must complete the application for admissions and submit the documents listed below. Students will receive letters of acceptance within 7-10 business days.

**Concurrent High School Student** - for high school juniors and seniors who'd like to earn college credit.

Admission requirements are:

**Juniors must have an ACT cumulative score of 21 or a GPA of 3.5**

**Seniors must have an ACT cumulative score of 19 or a GPA of 3.0**

**AND**

Student must meet the following minimum ACT sub-scores to be eligible to enroll in the corresponding curricular areas:

**English 19 or higher**

**Mathematics 19 or higher**

**Reading 19 or higher**

**Science 19 or higher**

**Cooperative Alliance Student** - allows high school and adult students to receive college credit for courses taken at a Technology Center, and apply that credit toward an Associate in Applied Science degree at OSUIT.

How to be admitted:

**High School student:**

Be a junior or senior

Enroll in a Technology Center program with a Cooperative Alliance Agreement

Have an ACT score of 19, OR an ACT Plan score of 15, OR a high school GPA of 2.5

Complete a statement of understanding (parental or guardian consent)

**Adult students:**

Enroll in a Technology Center program with a Cooperative Alliance Agreement

Submit a Special Application form

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**Regular Admission** – applies to students who have never attended college. This also includes students who earned college credit through Cooperative Alliance or Concurrent Enrollment while in high school. GED, Home-Schooled, and students under 21 years of age who never attended college fall in this category.

***Documents required:***

Official high school transcript/GED

ACT scores

COMPASS testing if math, reading, writing or science scores on the ACT are below a 19

Immunization Records/Waiver

\$50 enrollment deposit (to be paid when student enrolls)

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**Readmit Regular Admissions** – applies to students who have previously attended our institution, and have not attended any colleges since their last enrollment. No new documentation required.

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**Transfer Student** -Student with 24 or more college credits

***Documents required:***

Official college transcript(s) from every college attended

COMPASS testing (compass test may be waived with applicable transfer classes)

Immunization Records/Waiver

\$50.00 enrollment deposit (to be paid when student enrolls)

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**Student with less than 24 college credits:**

Official college transcript(s) from every college attended

Official high school transcript/GED

ACT scores

COMPASS testing (may be waived with applicable transfer classes OR if ACT scores in math, reading, writing and science are 19 or above)

Immunization Records/Waiver

\$50.00 enrollment deposit (to be paid when student enrolls)

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**Adult Student** – applies to students 21 years of age and older and have never attended another college.

COMPASS test

Immunization Records/Waiver

\$50.00 enrollment deposit (to be paid when student enrolls)

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**Special Non-degree Seeking** – applies to students who have never attended OR have less than 9 hours with OSUIT. No documentation other than completion of a special application. Limited to a total of 9 credit hours. Concurrent and Cooperative enrollment hours are counted in the 9 hour limit.

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**NOTES:**

All students are required to live on campus for 2 semesters unless:

Student is married

Student has child(ren) for whom s/he provides more than 50% of the support

Student is over the age of 21

Student is an out-of-state resident receiving a tuition waiver (must continue to remain on campus)

Student lives within a 50-mile radius of campus (will verify high school records)

Non high school graduates must prove ability to benefit (COMPASS test) prior to receiving financial aid.



TESTING INFORMATION  
AND PREPARATION  
SERVICES



[www.osuit.edu](http://www.osuit.edu)

**OSU Institute of Technology** in Okmulgee is an authorized **ACT test site**.

Any student can take the ACT on our campus and it's **easy to register**.

**Teachers and counselors can schedule a campus visit field trip for students and have FREE ACT Test Preparation included as part of the itinerary. We can also book for student groups to take the ACT Residual with two weeks notice.**

OSU Institute of Technology will accept ACT test scores (National or Residual) up through July 1st. If any student's ACT Composite increases such that the student is placed into a higher scholarship award bracket, we WILL repackage the student with the higher scholarship.

What's the difference between ACT Residual & the National ACT?

BENEFITS	ACT RESIDUAL	NATIONAL ACT
EASE OF REGISTRATION	Just call us!	Must complete enrollment packet and meet registration deadline.
RECEIPT OF SCORES	Results available the same day.	Scores generally available online for a fee, or by mail about 4-6 weeks after the test.
ACCEPTANCE OF RESULTS	Only applicable to universities in the OSU System.	Accepted by all universities.
FLEXIBILITY OF DATES	We can schedule a separate date.	No exceptions.

## Listed below are the dates for 2009-2010.

Feel free to contact us at 918-293-5248 or 1-800-722-4471, ext. 5248 for assistance.

### ACT RESIDUAL DATES

(if you cannot come on one of these dates, contact us for assistance)

August 13 & 25, 2009  
 September 17, 2009  
 October 6, 2009  
 November 19, 2009  
 December 10, 2009  
 January 14, 2010  
 February 16, 2010  
 March 18, 2010  
 April 20, 2010  
 May 20, 2010  
 June 17, 2010  
 July 15, 2010  
 August 12, 2010  
 August 24, 2010

### NATIONAL ACT DATES

(held on the campus of OSUIT. Register at [www.act.org](http://www.act.org))

Test Date	Registration Deadline	(Late Fee Required)
September 12, 2009	August 7, 2009	August 8-21, 2009
October 24, 2009	September 18, 2009	September 19-October 2, 2009
December 12, 2009	November 6, 2009	November 7-20, 2009
February 6, 2010	January 5, 2010	January 6-15, 2010
April 10, 2010	March 5, 2010	March 6-19, 2010
June 12, 2010	June 7, 2010	May 8-21, 2010

## FREE ACT TEST PREP

Interested in achieving your best, highest scores?

Consider taking ACT Test Prep. **It's free on our campus.** AND, once you go through the test prep, we'll give you the ACT access code to continue practicing for the test online in the comfort of your own home! Other students have to pay \$125. Call us at 800-722-4471 and let us know you'd like to schedule a campus visit for the ACT Test Prep. Or, e-mail [information@okstate.edu](mailto:information@okstate.edu) for assistance.

# Education Partnership Program

## OSU Institute of Technology

Oklahoma State University Institute of Technology in Okmulgee would like to **share information about our Education Partnership Program**. Through this program, OSUIT would provide **resources** to complement classroom instruction, college and career planning, and magnet and technical school programs.

### RESOURCES:

- OSUIT Faculty advisory interaction in magnet schools and technology centers in programs such as Restaurant, Lodging and Health Management, Broadcast and Digital Media, and Scientific and Technological Utilization
- Guest speaking services for classes, special events, and meetings
- Customized professional development workshops and seminars
- Student Workshops on such timely topics as Scholarship Search, Technology Implementation, and Free Application for Federal Student Aid (FAFSA) offered on site or at OSUIT Campus
- On-site ACT Test Preparation or at OSUIT
- Cooperative Enrollment through Tech Centers
- Free testing for major/career selection for postsecondary education offered on-site or at OSUIT
- Planning and organization for college visit trips for administration, educators, and students
- Other services as requested or needed, i.e., student mentoring in low performing schools

Government and industry leaders tell us they need to employ more skilled technicians in order to stay viable and competitive. Since our curriculum is employer-driven, we hear this message constantly from major gas producers to utility companies to top design studios: "We'll hire every one of your graduates!" We think our goals, programs and teaching methodology would be a perfect fit for many students.

**We offer a two- and three-year degree tracks to high paying, stable, secure career fields with lots of opportunity for advancement. Many students in your district may be interested in seeing a clear career path from their high school studies to college studies to fulfilling careers in the field of technology.**

- We have a 90%+ placement rate of students into their chosen career field
- Average starting salaries for students in Engineering & Information Technologies are \$50,000-\$80,000
- Average starting salaries for students in most other programs range from \$25,000-\$50,000

# Portfolio Development

**A portfolio is a collection of one's best and most recent works that can be used to provide tangible evidence of talents and skills. The information provided in this handout is NOT the industry standard.**

**You are responsible for checking with each institution to determine its preferences/exact specifications for the audition, application, or interview process.**

**In general, do not expect portfolios to be returned. Also, portfolios do not take the place of the actual interview or audition.**

## **Materials:**

**Slides** are "in" for professionals whose work needs to be print ready. For elite schools, be prepared to have flaws or blurries checked with an eye loop—a tool jewelers use.

**Multi-Media/Digital** – is in! Work may be entered into CDs, DVDs, or even onto your own website. While not as accurate as slides, students should check "density", pixels per square inch, so the quality of the digital work is not distorted.

For **journalism**, a multi-media CD with samples of written work, photos, .pdf files of newspapers, broadcast performances or samples of broadcasts written by scholar, audio sample of games called, etc. are highly effective.

**Advertising/Public Relations** – graphic design and layout of the smallest samples of work are important considerations.

**Website** - Facebook, MySpace, LiveJournal, Xenga and other cybercommunities provide you with a way to demonstrate your talents over the net. A word of caution: when using these sites, others may post messages. If you use this medium, make sure that you monitor postings on a regular basis. Derogatory comments and pictures are sometimes posted and make a very NEGATIVE impression on others. You don't want someone else to cause you to lose your credibility.

*Caution – unless password protected, web pages risk making your original work and photographs vulnerable to piracy or manipulation. Hard copies are fine.*

## **Types of Portfolios**

**All Purpose** more of a scrapbook, this contains all of the student's work including school assignments.

**Commercial** selective collection of works to demonstrate the range of an artist's talents. Designed to show progression.

**Size** does not generally matter. Some portfolios are large (36" x 48") and others are small (8.5" x 11").

## Materials con't...

**Binder/Folder** – are perfectly appropriate. Again, don't expect these to be returned if you send for review. If you do want it returned, it would be best to include a self-addressed, postage paid container. Binders can be expensive (leather bound) or a simple folder tied with a string. Generally, if you use this type of medium, you'll take it with you to the interview for review. (Fancy bindings may actually be a detriment—let your work sell itself.)

**Photographs** – are fine—take pictures of your 3D work, sculptures, ceramics, etc.

**Internet** – it is becoming more common (and acceptable) to send your work to the appropriate person for review.

**Video** – brief clips of your best moments, in a variety of roles, is very helpful. For students of debate/forensics, staged performances are preferable as this helps to eliminate possible copyright problems that may occur with recording original creative speeches.

**Other** – the real “in thing” discussed by professionals is a review of diaries or private sketchbooks. Schools review this work and believe this is where the really creative talent is displayed.

## What to Include (Theater/Debate/Forensics/Art):

**Resume** – listing your roles/plays, competitions, awards, and recognitions. Make sure your resume includes any special classes you have taken, duration (for how long), and name of the instructor/tutor/coach and phone number as a reference.

**Published reviews of your work** – if your school newspaper or community newspaper reviewed the play and you received notice, include the clipped article in the portfolio. If you exhibited your works in a local gallery or on campus, and this was reviewed, include the article. The articles can be scanned and placed on a CD/DVD if you choose to use this medium.

**Head shots/Photos** – for theater, professionals state only one (1) headshot is necessary. Photos of your work including ceramics, 3Dwork, sculptures are ok to use.

**Drawings/Illustrations** – “doodles” are fine. Drawing by observation (life) is fine; however, copies from magazines are viewed by some with disdain.

**Letters of recommendation** from key members of the community. This means letters from respected professionals/educators in the appropriate field. Don't go overboard—3 letters are more than enough! Check with the school/organization to which you are applying. Many employers/admissions specialists prefer to have sealed references submitted directly to the committee for review.

**Include what your teachers say is good work!**

**Bottom line** - your portfolio may get you the interview, but your persuasive personality will be what “sells” your work. Know your talent, know who you are applying to, and do your research!

## Tips:

**Gear your work toward your audience.** If you are submitting work to a “liberal arts” institution, faculty are more interested in a generalist approach. Have you demonstrated breadth? In other words, art faculty are not interested in viewing medical illustrations or “Japanese comic” or storyboard illustrations.

**Go for a well-rounded approach.** Make sure you include a variety of work. (Note how we keep coming back to the same word—variety).

**Show your style!** This is your opportunity to let your individuality shine through. So, show your creativity—but don't detract from your work.

**Don't include actual copies of your certificates or ribbons.** Simply listing these on the resume are fine. If you are a student member of a professional organization such as SAG/AFTRA, then you may want to include this on the resume and include a copy of your membership card.

# Quick Facts



**Background** Oklahoma's designated Institute of Technology offering associate and bachelor degrees in high demand, high paying career occupations. Part of the Oklahoma State University System. Trimester University operating year-round. Accelerated 3-year bachelor degrees.

**Location** Okmulgee, OK, 45 minutes south of Tulsa on I-75.  
1801 East Fourth Street, Okmulgee, OK, 74447

**Contact** information@okstate.edu  
800-722-4471 or 918-293-4671  
Friends of Pete (student-to-student) 918-293-4773

**Website** www.osuit.edu  
MySpace: www.myspace.com/friendsofpete  
Facebook: search OSU Institute of Technology and become a fan!

**Financial Aid/Scholarships** Over 90% of students receive scholarship and financial aid assistance. Academic Scholarships awarded primarily on the basis of cumulative GPA or ACT composite (SAT equivalency), Adult Learner Scholarship for adults 25+, Tech Center Scholarship for students who attended a tech center.

**Admissions/ Profile** Open Admissions. Average ACT 19, Average HS GPA 3.0

**Male/Female** 62.3% male, 36.5% female

**Enrollment** Approximately 2,900 students

**Diversity** 61% Anglo, 23% Native American, 5.1% African American, 2.5% Hispanic 1% Asian

**Internships** Paid internships offered in most degree programs, averaging \$12-\$14 per hour

**Placement** Placement rate of students into careers in their major is over 90%

**Degrees** Associate in Science (4), Associate in Applied Science (35), Bachelor of Technology (3)

**Popular Majors** Business, Education, Office Information Technologies, Culinary Arts, Nursing, Information Assurance & Forensics, Information Technologies, Automotive Repair Technologies, Collision Repair, Diesel/Heavy Equipment, Air Conditioning/Refrigeration, High Voltage Electricity, Engineering Graphics & Design/Drafting, Power Plant Technology, Civil Engineering Technology, Instrumentation Engineering Technology, Multimedia, Graphic Design, Photography



**Your Interests:** List all clubs, organizations and activities in which you are involved. Include hobbies, too!

1. Make sure you include the years in which you have been involved in each activity.
2. List any leadership positions held.
3. List any honors or awards you've received for participating in the activity.
4. List any private lessons you have taken, instructor/school and the number of years.

From	To	Activity

**Your Best/Favorite Classes:** List all the classes in which you excel or enjoy the subject.

1. Make sure you note which are AP or honors classes.
2. When listing your favorite classes, put down a reason WHY you particularly like the class. (This helps when writing the college essay)

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**Your Personal Characteristics:** Describe yourself using as many adjectives as possible. (This is useful with the cover letter and resume!)



# STUDENT REFERRAL FORM

Recommended by: \_\_\_\_\_ School: \_\_\_\_\_

Title: \_\_\_\_\_

Email: \_\_\_\_\_ Phone: \_\_\_\_\_

STUDENT INFORMATION

Name \_\_\_\_\_ Interest \_\_\_\_\_  
Address \_\_\_\_\_  
City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Cum. GPA \_\_\_\_\_ ACT Composite \_\_\_\_\_ Current Grade \_\_\_\_\_

STUDENT INFORMATION

Name \_\_\_\_\_ Interest \_\_\_\_\_  
Address \_\_\_\_\_  
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City \_\_\_\_\_ State \_\_\_\_\_ Zip \_\_\_\_\_  
Cum. GPA \_\_\_\_\_ ACT Composite \_\_\_\_\_ Current Grade \_\_\_\_\_

Please return to \_\_\_\_\_

**OSUIT - Prospective Student Services**  
**ATTN: Ina Agnew**  
**1801 East Fourth Street**  
**Okmulgee, OK 74447**

Fax: (918) 293.4643  
Email: [information@okstate.edu](mailto:information@okstate.edu)  
Source: School Referral



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