

BLACK HILLS STATE UNIVERSITY
Policy and Procedures Manual

SUBJECT: Undergraduate & Graduate Admissions

NUMBER: 3:9

Office: Office of Enrollment Management Source: SDBOR [2.2.1.1](#), [2.2.1.2](#), [2.2.1.3](#), [2.2.1.4](#), [2.2.1.5](#), [2.2.1.6](#), [2.2.1.7](#), [2.2.1.8](#), [2.2.1.9](#), [2.2.1.10](#), [2.2.1.11](#)

I. This policy implements SDBOR Policy series 2.2.1. and specifies BHSU Undergraduate Admissions requirements.

II. Purpose

The purpose of these guidelines is to protect the integrity of the admissions process. BHSU is a comprehensive regional university. The requirements outlined are aligned with the BHSU mission statement.

III. Governance

BOR Policy 2.2.1 series governs the academic guidelines; these procedures must follow state and federal rules and regulations.

IV. Definitions

BOR Policy 2.2.1.1 incorporates all procedural definitions.

IV. Procedures

A. Application

It is the responsibility of the applicant to ensure the completeness of their application. All applicants should be assured that whatever the decision on their application, each will receive full and just consideration under the prevailing admissions policy.

B. General Admission Requirements

a. Baccalaureate Program Full Admissions: Students must meet any one or more of the following admissions requirements:

- i. Minimum cumulative GPA of 2.6 OR,
- ii. Minimum composite ACT of 18 (SAT score of 970 or above)* OR,
- iii. Rank in the top 60% of high school class.

C. Baccalaureate Program Provisional Admissions: A student that meets a GPA of no less than 2.0 and participates in the institutional support success initiatives. AAC Guideline BHSU Traditional Undergraduate Admission Requirements

D. 4.2.3 Associate's Program Admissions:

- a. To be admitted to an associate's degree, student may meet the general baccalaureate degree admission requirements or have obtained a high school diploma or GED and currently do not meet the baccalaureate program requirements.

E. Course Requirements

- a. Applicants seeking full baccalaureate program admission to Black Hills State University are not required to complete any specific high school courses. Instead, prospective students must fulfill the graduation requirements of their respective home state high school. This ensures that students have successfully completed the basic educational foundation as determined by their state.

F. Application Communications

- a. All written communications about an applicant must be placed in the applicant's file; a record of oral messages must also be filed in each case where such messages are taken into consideration in the admissions decision. Communications from applicants that require a response should be acknowledged promptly.

G. Communication

- a. BHSU must effectively provide this information to prospective students.
- b.

H. Reporting

- a. BHSU will report to the Executive Director recommended changes which should be approved prior to modifying this guideline.

I. Timeline

- a. This guideline goes into effect for students seeking admission for the Spring 2026 term and beyond.

J. Implementation

- a. BHSU admissions office will implement processing documentation for their recruitment solution and for the Regental student information.

1. Responsible Administrator

The Vice President for Enrollment Management, or a designee, is responsible for the ad hoc and annual review of this policy and its procedures. The University President is responsible for approval of this policy.

SOURCE: Adopted by President on 2/8/2021. Revised 2026.02.10