



**BIOENGINEERING GRADUATE PROGRAM**  
**OUBC – The University of Oklahoma Bioengineering Center**  
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Norman, OK 73019-1004 USA  
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## **GRADUATE PROGRAM APPLICATION INFORMATION**

The University of Oklahoma Bioengineering Center offers both masters and doctoral degrees in bioengineering. The information below answers most of the frequently asked questions about our program and the application procedure.

### **INTRODUCTION**

Master of Science and Doctor of Philosophy degrees are offered in Bioengineering. The degrees are interdisciplinary and our participating faculty members come from the three OUBC member departments, the School of Aerospace and Mechanical Engineering, the School of Chemical, Biological and Materials Engineering and the School of Electrical and Computer Engineering.

Current research activities span a variety of areas of specialization as well as a variety of interdisciplinary subjects. The research activities can be within the broad area of rehabilitative engineering, image analysis and signal processing, and tissue and molecular engineering. For more information about specific research topics, please visit our web pages at [www.oubc.ou.edu](http://www.oubc.ou.edu).

We have facilities in four buildings on campus, Carson Engineering Center, Felgar Hall, Sarkeys Energy Center, and the recently completed Stephenson Research and Technical Center. In addition, our faculty work with scientists, physicians and researchers at the Health Sciences Center in Oklahoma City and the Oklahoma Medical Research Foundation. Some research is done there in collaboration on joint projects.

### **TUITION, FEES AND FINANCIAL ASSISTANCE**

Our tuition costs are figured per credit hour of registration for each semester and based on a resident and nonresident system. Each course is for a certain number of credit hours. Oklahoma residents pay the resident portion of tuition plus fees and expenses. Non-residents pay both the resident and non-resident portion of tuition plus fees and expenses. For example, a first year graduate student typically enrolled in ten hours of credit during both the Fall and Spring semesters and three hours of credit during the Summer semester would have tuition and fees costs of around \$13,750. There are additional fees and expenses. A full list of the tuition costs and fees is available at the Bursar's Office web page at [www.ou.edu/bursar](http://www.ou.edu/bursar). They also have link for estimating costs based on hours of enrollment.

We have financial assistance available for most Bioengineering students. Grants, fellowships, and teaching and research assistantships range from \$14,000 to \$21,000 per year. Many of the Assistantships include a monthly stipend plus partial tuition waivers and waiver of the basic health insurance cost. Oklahoma residents usually receive a partial in-state tuition waiver and waiver of the basic health insurance cost. A student is automatically considered for financial assistance if requested on the department application form, but not all students admitted will receive financial assistance.

Tuition waivers currently are as follows. Non-residents of Oklahoma receive up to nine credit hours of non-resident tuition and up to seven credit hours of resident tuition for the Fall and Spring semesters plus up to four credit hours of non resident tuition for the Summer semester. A first year non-resident graduate student taking the typical ten credit hours in the Fall and Spring semesters and three credit hours for the Summer semester would receive tuition waivers of around \$9,740. Beyond the tuition and health care waivers, a non-resident graduate student would typically have expenses of tuition, books, enrollment fees and parking

permit fees of around \$6,000 for the year (not including housing).

The waivers also include the Basic Coverage for Student Health Insurance and basic dental coverage. Information about the tuition waivers is available on the Graduate College web pages at <http://gradweb.ou.edu> and information about the health insurance waiver is available through the Office of Human Resources web page at [www.ou.edu/ohr/shp](http://www.ou.edu/ohr/shp). The tuition, fees, waivers and regulations are set by the Board of Regents rather than the department or Graduate College.

## **ADMISSION INFORMATION AND REQUIREMENTS**

Any student who has earned an undergraduate degree or the equivalent from an accredited school and earned at least a 3.00 grade point average (on a 4.00 scale) over the last sixty hours of letter-graded undergraduate work may be considered for admission in full standing.

Applications for the Fall Semester should arrive by March 1 to allow time for the Admissions Office to process the application and for departmental evaluation of the application. It is even better for your materials to arrive before February 1. Applications for the Spring Semester should be sent by September 1. We recommend that the applications arrive earlier than the university deadline because of the time it takes for applications to be processed. An application arriving just before the university deadline may reach us two to four weeks later and could be after we have started making selections for admission. Official deadlines for the Office of Admissions are: Fall Semester applications must be received by April 1, Spring Semester applications must be received by September 1, and Summer Semester applications must be received by February 1. Applications received after these dates are accepted but may be dated by the Admissions Office for the next semester and may reach us after all available positions are filled.

Most of our positions for new students in the Graduate Program are available in the Fall Semester (which begins in mid-August). We usually have around 40 completed applications for the Fall semester and only 3 to 6 open positions. In the Spring Semester (which begins in mid-January), we usually have only 1 to 2 open positions for new students and we receive around 15 completed applications. Students are usually not admitted for the Summer Semester as we do not offer any graduate chemical Bioengineering classes in the summer semester.

Applicants who are a U.S. citizen and have a GPA greater than 3.0 may be invited to visit the campus at our expense. To arrange for this, please contact our office and send us at least a photocopy of our transcript and the program application form.

Consideration and selections for the Fall Semester usually are done by April 30, however, new positions may develop after April 30 and a second group of selections are sometimes made in May. Applications of students not admitted in the first selection are considered again when new positions become open. Selections for the Spring Semester are usually made in late-October or early-November. We receive many more applications than we have openings and, unfortunately, cannot admit all the students who apply and have good credentials.

## **APPLICATION MATERIALS**

The application materials required for U.S. citizens and permanent residents and those required for International students are different. Please look at the list below and follow the directions for your citizenship status. It is important that all of the required documents reach us. A missing document, especially a transcript or TOEFL score, can delay consideration of the application.

### **U.S. CITIZENS AND PERMANENT RESIDENTS:**

**Students who are U.S. citizens or permanent residents are required to send in both sets of the following materials and the application fee:**

**Set 1 - University Required Materials (at <http://gradweb.ou.edu>):**

- **University of Oklahoma official Application Form**  
Can be submitted electronically.
- **Transcripts**  
**Must be a certified copy**, required by the Admissions Office.
- **\$40.00 Application Fee**  
**Required** and set by the Admissions Office, Information on how to pay by credit card is included on the application form.

**Set 2 - OUBC Program Required Materials (at [www.oubc.ou.edu](http://www.oubc.ou.edu)):**

- **OUBC Program Application Form**  
Print, write in information, and mail to us.
- **Three Letters of Recommendation**  
**Required by our program**, form is provided, a letter can be used instead or can be added to the form.
- **GRE Scores**  
Requested by our program; individual scores and percentages are needed, not a combined total.

**These forms and documents should be sent directly to the OUBC office. We will make photocopies of the university forms and transcripts and forward the originals to the Admissions Office. The university application form includes information on how the application fee can be paid by credit card. A photocopy of the transcript can be sent to begin the applications process but an official copy will still be required as soon as possible.**

Additional materials can include your resume and GRE scores. GRE scores are preferred but not required. They can be sent as additional information about your qualifications. When sending the GRE, please send us a copy of your score sheet. We do not have minimum score requirements for the GRE test.

**INTERNATIONAL CITIZENS:**

**Students who are a citizen of a country besides the U.S., even if they live in the U.S., are required to send in both sets of the following materials and the application fee:**

**Set 1 - University Required Materials (at <http://gradweb.ou.edu>):**

- **University of Oklahoma official Application Form**  
Can be submitted Electronically.
- **Confidential Financial Statement Form**  
**Must be included**, instructions are on the web page.
- **Official Transcripts**  
**Official required** and determined by the Admissions Office, a description of what is an acceptable transcript is given in the Admissions information.
- **\$90.00 Application Fee**  
**Required** and set by the Admissions Office, information on how to pay by credit card is included on the application form.
- **TOEFL or IELTS score**  
**Official copy needed, required** by the Admissions Office for all International students.

**Set 2 – OUBC Program Required Materials (at [www.oubc.ou.edu](http://www.oubc.ou.edu)):**

- **OUBC Program Application Form**  
Print, write in information, and mail to us.
- **Three Letters of Recommendation**  
**Required by our program**, form is provided, a letter can be used instead or can be added to the form.
- **TOEFL or IELTS score**

**Required, a photocopy can be sent to the program**, but an official score must be sent to Admissions by the company.

- **GRE scores**

Requested by our program; individual scores and percentages are needed, not a combined total.

**The University of Oklahoma Application Form, Confidential Financial Statement, official transcripts, application fee and TOEFL score should be sent directly to the Admissions Office, Buchanan Hall, Room 127, 1000 Asp Avenue, Norman, OK 73019, USA. The university application form files include instructions on how the application fee can be paid by credit card. That office has experience in evaluating degrees, grade point equivalencies and uses internationally recognized materials for the conversions.**

**The, OUBC Program Application Form, three Letters of Recommendation, GRE scores, and TOEFL photocopy should be sent to the OUBC office at the address on the first page.**

The TOEFL test is a required item for students for whom English is a second language. An official copy of the score is required by the Admissions Office. The OUBC office does not require an official copy, as we will receive the score from Admissions. A photocopy is requested by the program to help us in evaluating the application. **The program minimum for the TOEFL is 100 on the TOEFL iBT, 250 on the computer-based, and 600 on the paper-based tests.** We will not consider an application if the score is less than the university minimum of 79/213/550. Applications with scores below the program minimum will be accepted but will be considered last. The TOEFL requirement can be substituted by a recently completed degree at a U.S. university, and this should be requested at the time of the university application. A TOEFL score more than 2 years old is not acceptable. Questions about who should take the TOEFL that are not answered here should be directed to the Graduate College. The University recently added the IELTS score as a replacement for the TOEFL. A score of 7.0 is considered equivalent to the TOEFL 600 and is our minimum requirement.

Additional information about the graduate student admission procedure can be obtained from the Graduate College. Their address is Robertson Hall, 731 Elm Avenue, Room 100, Norman, OK 73019-2111. The telephone number is (405) 325-3811 and their Fax number is (405) 325-6029. The e-mail address is [gradinfo@ou.edu](mailto:gradinfo@ou.edu) and their web page is <http://gradweb.ou.edu>. Their web pages provide important information about the application process, as well as procedures for obtaining master and doctoral degrees, tuition waivers, and other graduate requirements.

The GRE scores -- Verbal, Quantitative, Analytical Writing, and/or Analytical scores listed separately -- should be sent to the OUBC office. An application can be considered without the GRE scores, but those with the scores may be given higher consideration. We ask that ETS send the scores directly to the program, but we will accept a photocopy. There are no minimum scores for the GRE; the scores are considered along with your other credentials. A subject test is not required, but can be included for consideration.

Additional materials to go with your application can include your resume and a Statement of Purpose. Verification of any English Language Institutes or training can be included. Certificates of achievement are not needed.

**FOR ALL APPLICANTS:**

The official University of Oklahoma application forms can be obtained from the Admissions Office or their web page. Please contact them if you have problems with the forms from the web pages. The Admissions Office must have these forms completed and sent electronically or mailed back along with the application fee (\$40 for U.S. citizens and \$90 for international students) in order for your application to be official. The application form includes a place to pay by credit card. Checks should be made out to the University of Oklahoma. International citizens must also return a completed Confidential Financial Statement and TOEFL score. Your application is not considered complete by the university until the official University Application, Confidential Financial Statement (for international students), official transcripts, application fee, and TOEFL or IELTS (for international students) are received in the Admissions Office.

An official copy of the transcript from your university and/or college is required by the Admission Office. It must be an official copy, not a photocopy. If you attended more than one university or college for your B.S. and/or M.S. degree, official transcripts are required from each university attended. The requirements of the Office of Admissions regarding what is an official transcript is as follows: "Official copies of all academic records are required. If only the original is available and it would be difficult to replace, a certified copy may be submitted. To be official, this copy must bear the original stamp or seal and signature of a school officer from the original issuing institution or examining board. The seal, stamp and signature must be placed on the copy after photocopying. Copies certified by a consulate, embassy, military, notary public or other parties are NOT acceptable. **For Indian applicants we accept only certified copies of the original, complete University marksheets, not marksheets that have been retyped and consolidated by affiliated colleges.** Individual transcripts from each school attended are required. If the original language of the record is not English, a certified English translation must be attached."

Questions about the admission criteria and forms can be obtained from the Office of Admissions. The address for the Admissions Office is Buchanan Hall, 1000 Asp Avenue, Room 127, Norman, OK 73019. Their telephone number is (405) 325-2251 and their Fax number is (405) 325-7124. Their web page is at <http://admissions.ou.edu/index.htm>. Questions about transcripts and other admissions related subjects can be answered by them through their e-mail at [admrec@ou.edu](mailto:admrec@ou.edu).

Our department also has an application form. There is not any fee required with this, and it cannot be used in place of the official university application form. It is important to return this form to our office as it has important information we use while waiting for an official OU application to be completed.

Letters of Recommendation are most valuable if they are from a research supervisor or professor you have worked closely with. While we prefer the form prepared by our department, a letter can be sent instead. The letters can be sent to us directly from the person making the recommendation or sent along with the applications materials.

When the Admissions Office has received all the items they require -- official OU Application Form, transcripts, fee, (and for international citizens, Confidential Financial Statement, and TOEFL or IELTS) -- they will send your application to the Graduate College for review. If the grades, TOEFL or IELTS, and other materials meet their criteria, the Graduate College will send the application to our department for our consideration and recommendation. We will not consider an application until the items and forms are received from the Graduate College and we have received the GRE scores (requested for international students). We will then evaluate your application and recommend admission, denial, or deferral. We give preference to Ph.D. applications. When an application is selected by our department for admission, we then return the application to the Graduate College and recommend the application for admission. The Graduate College has final determination on whether a student is admitted and the official status of admission is granted by the Office of Admissions. When a student is admitted, an offer letter will be sent by the department and an official letter of admission and visa documents will be prepared and sent by the Office of Admissions.

Sometimes we are asked to look at a student's qualifications before the application is complete to tell if they would be admitted to our program. It simply is not possible to tell ahead of time if a particular student would be admitted. Which students are selected depends upon on the number of positions we have available for the semester, what the student's primary area of ability and research interest is, if an opening will be available in that area, and how good the qualifications are of the other students who apply,

## **WAIVERS OF SCORES AND FEES:**

Occasionally we are asked about waivers and/or deferrals of requirements such as the GRE test and/or the TOEFL test. We cannot waive the TOEFL or IELTS requirement. We are only able to waive the GRE requirements. For International students we have found the GRE, TOEFL and IELTS scores helpful to us in evaluating an application and the scores are usually very good indicators of how well they will do in our program. Because of this, for International applicants we do not waive the TOEFL or IELTS requirements nor do we admit students and then allow them to take or retake the tests here later. In a few countries these

tests are not offered, and we regret that we cannot waive the test requirements in this situation either.

Concerning the application fee, a student can send in transcripts and other credentials before sending in the fee, however, the Admissions Office will not send the application on to our program for consideration until the fee is paid. The application is not considered complete and no decision will be made until the fee is paid. Our program cannot pay the fee for the student and cannot waive the fee.

## **REQUIREMENTS**

Each student's background and aspirations are considered in the admission evaluation. Information here presents the standard minimum requirements. The information, requirements and forms of this program are in addition to the requirements and forms necessary to meet the standards set forth by the University of Oklahoma and the Graduate College.

Prospective students are expected to have previously earned or are near completing a B.S. degree or its equivalent in some area of engineering. Students with non-engineering undergraduate degrees may be required to take additional coursework to make up for certain deficiencies. Please contact the graduate program coordinator for more specific information.

Because of the variety of degrees that can be represented by those applying to this program, some students with otherwise excellent application credentials may be required to take one or more course to fill in deficient areas.

In considering applicants for the graduate program, we look for evidence of superior academic potential. This is most commonly indicated by the achievement of a grade point average of 3.00 or better on a scale of 4.00 (or an equivalent achievement as reflective in the grading system of the applicant's previous education program) in the last 60 hours of an undergraduate degree. Any student who has earned an undergraduate degree or the equivalent from an accredited school and earned at least a 3.00 grade point average (on a 4.00 scale) over the last 60 of letter-graded undergraduate work may be considered for admission in full standing.

Applicants who have a strong research commitment and an intention to pursue graduate studies through the doctoral level are particularly encouraged. Doctoral program applicants are expected to have demonstrated substantially higher levels of academic achievement and research potential than required for admission to the Master's degree program. Qualified students may be admitted directly to the doctoral program based on a record of superior achievements in their bachelors program. More commonly, however, applicants for the doctoral programs will have already completed thirty hours of successful graduate work, and usually, but not necessarily, will have earned an appropriate Master's degree.

Students are expected to participate fully and effectively in all educational activities and laboratory settings. For this reason, the University requires all students for whom English is not a native language to demonstrate before being admitted a satisfactory language proficiency. This is done by earning at least a score on the TOEFL (Test of English as a Foreign Language) of 79 on the TOEFL iBT internet based, 213 on the computer based, or 550 on the paper based test.

The University recently added the IELTS score as a replacement for the TOEFL. A score of 6.5 is considered equivalent to the TOEFL 213 (550) and is our minimum requirement. On occasion, the TOEFL requirement may be waived if an applicant has recently completed a degree at a U.S. university.

Students seeking financial assistance should include their GRE scores along with their other application materials. Although no specific scores are required, applicants are expected to perform well especially on the verbal and quantitative components of the General Test.

A brief resume and/or Statement of Purpose can also be sent for our information.

## **ADMISSION INFORMATION**

Applications for the Fall Semester should have all materials sent by the March 1 to allow time for processing and evaluation of the application by the Admission Office, Graduate College, and the program. It is better for the materials to be sent to arrive before February 1. Applications for the Spring Semester should be sent by September 1 to allow for

processing and consideration. Official deadlines for the Office of Admissions are as follows: Fall Semester applications must be received by April 1, Spring Semester applications must be received by September 1, and Summer Semester applications must be received by February 1. Applications can be received after these dates but the application may be dated by the Admissions Office as for the next semester and may reach us after all available positions are filled for the desired semester.

Most of our positions for new students are available in the Fall Semester. We usually have 6 to 8 open positions in the Graduate Program. Only a very few positions for new students, typically 1 to 2, are available in the Spring and Summer Semesters. Consideration and selections for the Fall Semester usually are complete by April 15; in some instances, however, new openings may develop after April 15 and a second group of selections are sometimes made later. Selections for the Spring Semester are usually made in mid-October to early-November and for the Summer Semester in April. We receive many more applications than we have openings and, unfortunately, cannot admit all the students who apply and have good credentials.

#### **APPLICATION MATERIALS NEEDED BY U.S. CITIZENS AND PERMANENT RESIDENTS:**

**Students who are U.S. citizens or permanent residents are required to send in both sets of the following materials and the appropriate application fee:**

**Set 1: - University Required Materials (<http://gradweb.ou.edu>):**

- University of Oklahoma official Application Form
- Transcripts (official transcript, required by the Admissions Office)
- \$40 Application Fee (required and set by the Admissions Office)

**Set 2: - OUBC Required Materials ([www.oubc.ou.edu](http://www.oubc.ou.edu)):**

- OUBC Application Form
- Three Letters of Recommendation (required by our program)
- GRE Scores (requested by our program; individual scores and percentages are needed, not the combined total)

These forms and documents should be sent directly to the OUBC office. We will make photocopies of the university forms and transcripts and forward the official copies to the Admissions Office. A photocopy of the transcript can be sent to begin the applications process but an official copy will still be required as soon as possible.

#### **APPLICATION MATERIALS NEEDED BY INTERNATIONAL APPLICANTS:**

**Students who are a citizen of a country besides the U.S., even if they live in the U.S., are required to send in both sets of the following materials and the application fee:**

**Set 1 - University Required Materials (<http://gradweb.ou.edu>):**

- University of Oklahoma official Application Form
- Confidential Financial Statement Form
- Transcripts (official transcript, required by the Admissions Office)
- \$90 Application Fee (required and set by the Admissions Office)
- TOEFL or IELTS score (official copy, required by the Admissions Office for all International students)

**Set 2 - OUBC Required Materials ([www.oubc.ou.edu](http://www.oubc.ou.edu)):**

- OUBC Application Form
- Three Letters of Recommendation (required by our program)
- GRE scores (requested by our program; individual scores and percentages are needed, not combined total)
- TOEFL or IELTS score (photocopy can be sent to the program, but an official copy must be sent to Admissions.)

The University of Oklahoma Application Form, Confidential Financial Statement, official transcripts, application fee and TOEFL score should be sent directly to the Office of Admissions, Room 127, 1000 Asp

**Avenue, Norman, OK 73019, USA. That office has experience in evaluating degrees and grade point equivalencies and uses internationally recognized materials for the conversions.**

**The, OUBC Application Form, three Letters of Recommendation, GRE scores, and TOEFL photocopy should be sent to the OUBC office at the address on the first page.**

The TOEFL test is a required item for students for whom English is a second language. An official copy of the score is required by the Admissions Office. The OUBC office does not require an official copy, as we will receive the score from Admissions. A photocopy is requested by the department to help us in evaluating the application. **The program minimum for the TOEFL is 79 on the TOEFL iBT internet based test, 213 on the computer based test or 550 on the paper based test.** We will not consider an application if the score is less than 79, 213, or 550. A TOEFL score more than 2 years old is not acceptable. Questions about who should take the TOEFL that are not answered here should be directed to the Graduate College.

#### **FOR ALL APPLICANTS:**

The official University of Oklahoma application forms can be obtained from the Admissions Office if you cannot download the form from the web pages. The Admissions Office must have these forms completed and sent back along with the application fee (\$40 for U.S. citizens and \$90 for international students) in order for your application to be official. Checks should be made out to the University of Oklahoma. International citizens must also return a completed Confidential Financial Statement and TOEFL score. Your application is not considered complete by the university until the official University Application, Confidential Financial Statement (for international students), transcripts, fee, and TOEFL are received in the Admissions Office.

An official copy of the transcript from your university and/or college is required by the Admission Office. It must be an official copy, not a photocopy. If you attended more than one university or college for your B.S. and/or M.S. degree, official transcripts are required from each university attended. Many colleges and universities do not use the A=4.0 scale. Our Office of Admissions is able to convert other scales into this scale and uses internationally accepted procedures for this conversion.

Questions about the admission criteria and forms can be obtained from the Office of Admissions. The address for the Admissions Office is Buchanan Hall, 1000 Asp Avenue, Room 127, Norman, OK 73019. Their telephone number is (405) 325-2251 and their Fax number is (405) 325-7124. Their web page is at [www.ou.edu/admrec](http://www.ou.edu/admrec). Questions about transcripts and other admissions related subjects can be answered by them through their e-mail at [admrec@ou.edu](mailto:admrec@ou.edu).

Information about the graduate student admission procedure can be obtained from the Graduate College. Their address is Robertson Hall, 731 Elm Avenue, Room 100, Norman, OK 73019-2111. The telephone number is (405) 325-3811 and their Fax number is (405) 325-6029. The e-mail address is [gradinfo@ou.edu](mailto:gradinfo@ou.edu) and their web page is <http://gradweb.ou.edu>. Their web pages provide important information about the application process as well as the procedures for obtaining the master and doctoral degrees.

The GRE scores -- verbal, quantitative, analytical writing, and/or analytical scores listed separately -- should be sent to the OUBC office. We ask that ETS send the scores directly to the program, but we will accept a photocopy. There are no minimum scores for the GRE. A subject test is not required, but can be included for consideration.

Our program also has an application form. There is not any fee required with this, and this form cannot be used in place of the official university application form. It is important to return the form to our office as it has important information not listed on the university form that we use in the considerations.

Letters of Recommendation are most valuable if they are from a research supervisor or professor you have worked closely with. While we prefer the form prepared by our program, a letter can be sent instead. The letters can be sent to us directly from the person making the recommendation or sent along with the applications materials. If a letter is sent, it must be printed on letterhead stationery of the institution or company (with name, address, logo, etc.) and signed by the recommender. This should be sent in a sealed envelope.

When the Admissions Office has received all the items they require -- official OU Application Form, transcripts, fee, (and for international citizens, Confidential Financial Statement, and TOEFL or IELTS) -- they will send your application to the Graduate College for review. If the grades, TOEFL or IELTS, and other materials meet their criteria, the Graduate College will send the application to our program for our consideration and recommendation. We will then evaluate your application and recommend admission, denial, or deferral. When an application is selected by our program for

admission, we then return the application to the Graduate College and recommend the application for admission. The Graduate College has final determination on whether a student is admitted and the official status of admission is granted by the Office of Admissions.

### **WAIVERS OF SCORES AND FEES:**

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Concerning the application fee, a student can send in transcripts and other credentials before sending in the fee, however, the Office of Admissions will not send the application on to our program until the fee is paid. Therefore, we cannot review the application for admission until the fee is received. Our department cannot pay the fee for the student and cannot waive the fee.

Sometimes we are asked to look at a student's qualifications and tell if they would be admitted to our program. It is not possible to tell ahead of time if a particular student would be admitted. Which student is admitted depends upon on the number of positions we have available for the semester, how good the qualifications are of the other students who apply, the students primary area of research expertise or interest and if an opening will be available in that area.

### **TUITION, FEES AND FINANCIAL ASSISTANCE**

Our tuition costs are figured per credit hour and based on a resident and nonresident system. Each course is for a certain number of credit hours. Oklahoma residents pay the resident portion of tuition plus fees and expenses. Non-residents pay both the resident and non-resident portion of tuition plus fees and expenses. A full list of the tuition costs and fees is available at the Bursar's Office web page at [www.ou.edu/bursar](http://www.ou.edu/bursar). They also have a link for estimating costs based on hours of enrollment.

We have some financial assistance available for Bioengineering students. Grants, fellowships, and teaching and research assistantships range from \$14,000 to \$21,000 per year. Assistantships usually include a monthly salary plus partial tuition waivers. Oklahoma residents usually receive a partial in-state tuition waiver. A student is automatically considered for financial assistance if requested, but not all students admitted will receive financial assistance. Students receiving support can generally expect continuing financial assistance during their stay at the university with satisfactory performance.

Tuition waivers currently are as follows: For the Fall and Spring semesters up to nine credit hours of non-resident tuition and up to seven credit hours of resident tuition, and for the Summer semester up to four credit hours of non resident tuition. The waiver also includes the basic coverage for Student Health Insurance. Information about the tuition waivers is available on the Graduate College web pages at <http://gradweb.ou.edu> and information about the health insurance waiver is available through the Office of Human Resources web page at [www.ou.edu/ohr/shp](http://www.ou.edu/ohr/shp). The tuition, fees and waivers are set by the Board of Regents and may be changed. After the waiver, a typical non-resident graduate student would have tuition, fees and other course expenses (not including housing, transportation and food) of around \$5,300 for the first year.

### **INTERNATIONAL STUDENTS SERVICES, VISAS, AND I-20 FORMS**

Sometimes International students have questions about visas, I-20 forms, SEVIS, etc. The International Student Services Office in the Center for Student Life handles these forms and can answer most questions. They can be contacted at International Student Services, Old Science Hall, 640 Parrington Oval, Norman, OK 73019. Their phone number is (405) 325-3337, and their fax number is (405) 325-7387. They also have a very helpful web page at [www.ou.edu/intprog](http://www.ou.edu/intprog).

## **RESOLUTION REGARDING GRADUATE FELLOWSHIPS, TRAINEESHIPS, AND ASSISTANTSHIPS**

The Bioengineering Graduate Program follows the policy of the Council of Graduate Schools. Their Resolution Regarding Graduate Scholars, Fellows, Trainees, and Assistants is listed below.

Acceptance of an offer of financial support (such as a graduate scholarship, fellowship, traineeship, or assistantship) for the next academic year by a prospective or enrolled graduate student completes an agreement that both student and graduate school expect to honor. In that context, the condition affecting such offers and their acceptance must be defined carefully and understood by all parties.

*Students are under no obligation to respond to offers of financial support prior to April 15; earlier deadlines for acceptance of such offers violate the intent of this Resolution.* In those instances in which a student accepts an offer before April 15, and subsequently desires to withdraw that acceptance, the student may submit in writing a resignation of the appointment at any time through April 15. *However, an acceptance given or left in force after April 15 commits the student not to accept another offer without first obtaining a written release from the institution to which a commitment has been made. Similarly, an offer by an institution after April 15 is conditional on presentation by the student of the written release from any previously accepted offer.* It is further agreed by the institutions and organizations subscribing to the above Resolution that a copy of this Resolution should accompany every scholarship, fellowship, traineeship, and assistantship offer.

## **HOUSING**

Housing in the Norman area is very reasonably priced. For example, a one-bedroom apartment ranges from \$250 to \$600 per month. Information about university housing can be obtained by contacting Housing and Food Services at 1406 Asp Avenue, Norman, OK 73019 or call (405) 325-2511. Their web page is [www.housing.ou.edu](http://www.housing.ou.edu). University dormitories are closed in August and during the Christmas/New Years Holidays. For this reason we recommend that a graduate student not live in a dormitory, but that they live in either on-campus or off-campus apartments. Several apartments are within walking distance of Sarkeys' Energy Center, and the bus system for the campus and Norman travels to numerous areas. Information about off-campus apartments is available through the Commuter Students Association, [www.ou.edu/student/commuter](http://www.ou.edu/student/commuter), and the OU newspaper, <http://hub.ou.edu/static/classifieds>.

## **CORRESPONDENCE AND INFORMATION**

If you have any additional questions or would like more information, please contact us at OUBC (University of Oklahoma Bioengineering Center), 100 East Boyd, Room T-335, Norman, Oklahoma 73019. Our telephone number is (405) 325-5453, and our Fax number is (405) 325-5813. Our e-mail address is [oubc@ou.edu](mailto:oubc@ou.edu) and our home page is <http://www.oubc.ou.edu>.

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