

PLACEMENT OF STUDENTS IN THE COLLEGE

All first-time entering, degree-seeking students and technical certificate seeking students must provide test scores or be assessed in reading, English and math for the purpose of placement in college-level English and math or developmental English, math and reading. Approved placement tests include ACT, SAT, ACCUPLACER, and NEXT GEN. Placement scores are valid for a maximum of five years. Students with scores older than 5 years may be required to retest before enrolling in English and math courses or any course with a pre-requisite of reading, English, or math. Alternate measures of placement are also considered, including high school GPA or GED scores. High school transcripts must include final high school GPA. A placement guide chart is available on the website, catalog, and from advisors.

If a student wishes to retake placement exams, the student must wait a period of five days unless they attend test prep sessions through the ERC or Adult Education if the ERC is unavailable. Proof of test prep must be provided from ERC or Adult Education staff. Retesting will be allowed following prep completion.

Transfer students from a regionally accredited institution of higher education recognized by the Council for Higher Education Accreditation, who have completed college-level course work in English Composition and/or a gateway level math course by a score of 2.0 or better on a 4.0 scale, shall be exempt from providing/taking placement tests for reading, English and math. Transfer students who have completed developmental or preparatory coursework may be required to complete additional developmental or preparatory coursework before enrolling in college level coursework in math or English. If additional developmental coursework is required, the student may elect instead to complete the placement test to determine course placement.

Students who have an associate’s degree or higher, which included college-level English Composition and/or a gateway level math course are not required to provide entrance test scores.

Developmental courses may not be substituted for required courses, used as electives, and in most cases will not provide credit toward a degree or certificate. Developmental courses are not calculated into the student’s grade point for the purpose of honor designations or cumulative grade point average.

HLC Criterion: 3A; 3D.2; 4A.4

Policy History:

November 6, 2023	
March 1, 2021	July 13, 2020
November 6, 2017	March 28, 2005
January 1, 2011	November 25, 2002
