

## **POLICY: Ability to Benefit**

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### **GENERAL STATEMENT:**

Applicants are required to be high school graduates with a satisfactory record of achievement. A “C” average in college preparatory work (such as CLEP exams) is conventionally considered the minimum. The Academic Office will handle, on an individual basis, those with non-standard and special education high school records.

Applicants who do not have a high school diploma may be admitted if they can provide a GED certificate. Applicants who were home-schooled must have adequate records or a GED certificate. If applicants do not have either a high school diploma or GED certification, they must complete the ACCUPLACER test.

Applicants who present unfavorable records may (1) be denied admission, or (2) be admitted with restrictions and on academic warning. *Examples of unfavorable records may include test scores, earned GPA, etc. that are lower than the minimum requirements.* This warning may be lifted by meeting satisfactory academic progress at the end of the first semester of enrollment. Students may also be required to take developmental courses.

Students enrolled in developmental courses must earn a minimum C letter grade in order to advance into ENG1013 English Composition 1 or MAT1113 College Algebra. Students taking ENG1013 English Composition 1 must pass this course with a minimum C grade before moving to ENG1023 English Composition 2.

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### **REQUIREMENTS:**

1. Official high school transcript, or
  2. GED certificate
  3. ACT/SAT scores and/or English Proficiency test scores may be required.
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### **PROCEDURE:**

1. The student’s transcript is evaluated for completeness.
2. Those students who have obtained a GED or those whose ACT scores are not available may be required to take an English Proficiency Test prior to registration.
3. Students enrolled in developmental courses must earn a grade of “C” or above prior to enrolling in English Composition I or College Algebra as applicable.