

**POLICIES AND PROCEDURES
OUACHITA TECHNICAL COLLEGE**

SUBJECT AREA: **Student Affairs**

POLICY/PROCEDURE: **Admissions & Limitation of Enrollment**

DATE: **March 1, 1993**

NUMBER: **5.20**

REVISION(s): **12/19/94, 07/29/03, 07/25/06, 1/25/11**

Policy

It is the policy of the College to provide admissions to the residents of the State of Arkansas based upon the applicant's capacity to succeed and gain from instruction. Applicants will be admitted regardless of race, color, creed or religion, national origin, sex, age, or physical or mental disability, if otherwise qualified. Persons born after January 1, 1957, must furnish proof of immunity against measles, mumps, and rubella.

General enrollment and enrollment in certain programs and/or courses may be dependent on the person seeking enrollment satisfying prescribed prerequisites. Prerequisites established for programs and courses are based upon occupational standards, requirements of licensing, or minimum capabilities a student must have to be successful in the program or course.

Residents of other states and international students may be admitted under the same policy providing they pay tuition in addition to the general fees charged Arkansas residents and do not displace an Arkansas citizen. International students must, in addition, comply with special state and federal requirements and follow the admission requirements set forth in **COPP 5.25**.

Plan for Implementation of Act 1290 of 1997

Act 1290 of 1997 (A.C.A. 6-60-208), as amended by Act 520 of 1999 requires students graduating from high school after May 1, 2002 to have completed the college preparatory or technology preparatory core curriculum for unconditional admissions to public colleges and universities.

In accordance with state law, Ouachita Technical College will not require college core evaluation of students who have earned a GED, are home schooled, or graduate from private or unaccredited high schools. However, students who score less than a composite ACT score of 19 must complete one course from each of the core areas (See Table in **COPP 5.21**) with GPA of 2.00 within the first 30 degree hours of enrollment at OTC. Additionally, students must complete any developmental education course required by placement test scores.

The Division of Student Affairs, in its role as the admissions office at the College, will be responsible for the implementation of the conditional/unconditional admission policy of the College. Incoming students will be informed of their admission status through a letter from the Division of Student Affairs.

Standards for Conditional Admissions

1. A student seeking an Associate of Arts (AA) degree or an “undeclared” student taking strictly general education courses and who failed to successfully complete the college preparatory core curriculum or the technology preparatory core curriculum, as prescribed by the State of Arkansas, must complete twelve (12) semester credit hours (SCH) of core academic courses and any necessary developmental education courses with a cumulative grade point average (GPA) of 2.00. Core academic courses are those that fulfill the requirements of the AA as listed in the official College catalog.
2. A student seeking a Technical Certificate (TC) or an Associate of Applied Science Degree (AAS) or an “undeclared” student taking primarily technical coursework and who failed to successfully complete the college preparatory core curriculum or the technology preparatory core curriculum, as prescribed by the State of Arkansas, must complete six (6) SCH of the technical courses required for a TC or AAS and any necessary developmental education courses with a cumulative GPA of 2.00. Core academic courses are those non-developmental education courses required by the student’s certificate or degree plan. Technical courses are those required by the student’s certificate or degree plan. Each is described in the official College catalog.

Students must successfully complete the required SCH of core academic and technical courses (as described in 1 and 2 above) with a cumulative GPA of 2.00 or above, and any developmental education courses by the initial classification of sophomore standing (30 SCH). Conditionally admitted students must maintain Standards of Progress as prescribed in **COPP 4.32**.

Students who have not successfully completed the required SCH of core academic and/or technical courses and any developmental education courses by the classification as a sophomore will be allowed to register only with the approval of the Registrar.

Transcripts of out-of-state and private in-state high school graduates will be evaluated for meeting the college or technical preparatory core curricula. Students not meeting the requirements of either core will be admitted conditionally.

Transitional Admission

Any student who is first-time, full-time, award seeking and who tests into two or more developmental education classes will be transitionally admitted. During the first semester of enrollment, the transitional student must enroll in Principles of Collegiate Success.

AUTHENTICATION (Signature):	COPP
_____	1/25/11
President	(Date)
	5.20