

# **POLICIES AND PROCEDURES**

## **OUACHITA TECHNICAL COLLEGE**

**SUBJECT AREA: Student Affairs**

**POLICY/PROCEDURE: Requirements for Admission**

**DATE: March 1, 1993**

**NUMBER: 5.21**

**REVISION(s): 12/19/94, 07/29/04, 12/02/08, 01/25/11, 03/29/11**

### **General**

The College recognizes the need for an admission policy based upon a student's capacity to gain from instruction and succeed. This requires the high school diploma, GED, or demonstrated equivalency with requisite placement scores for program enrollment as a regular student leading to the Certificate of Proficiency, Technical Certificate, Advanced Certificate, Associate of Applied Science Degree, Associate of Science Degree or Associate of Arts Degree.

All students interested in pursuing a degree or certificate at the College must participate in the testing program as a means of determining academic placement (**See COPP 4.10**). Testing may be waived if the applicant submits:

1. An official transcript from an accredited post-secondary institution and it is acceptable to College admissions standards, or
2. Acceptable standardized test scores are presented (i.e. SAT, ACT, COMPASS, or ASSET).

### **Acceptable Standardized Test Scores**

While the College does not require an admission test, all first-time entering students must demonstrate proficiency in English, reading, and mathematics in accordance with Arkansas state law and Arkansas Higher Education Coordinating Board Policy.

The Arkansas Department of Higher Education established cut-off scores for placing students in college-level courses. The following placement standards must be met prior to enrollment:

**ENGLISH:** Students scoring 19 or above on the English section of the Enhanced-ACT, or 470 on verbal recentered SAT or 45 or above on the ASSET writing portion, or 75 or above on the COMPASS writing portion may enroll in college-level English courses. Students not meeting these standards must successfully complete a developmental English course before enrollment in Composition I.

**READING:** Students scoring 19 or above on the reading section of the Enhanced ACT, 470 or above on the verbal section of the recentered SAT, or 43 or above on the ASSET reading portion or 82 or above on the COMPASS reading portion will be considered to have met a minimum reading skill requirement for general education courses. Students not meeting these standards must successfully complete a developmental reading program before enrollment in college level courses.

**MATHEMATICS:** Students scoring 21 or above on the mathematics section of the Enhanced ACT, 990 or above on the combined reading and quantitative recentered portion of the SAT, or 48 or above on the ASSET Intermediate Algebra, or 50 or above on the algebra test of the COMPASS test may enroll in college-level mathematics courses. Students not meeting these standards must successfully complete a developmental education mathematics course and demonstrate achievement at least as sophisticated as intermediate algebra in order to be placed in a college-level mathematics course.

These requirements for admission may be modified, in terms of minimum scores, for students entering certificate programs and may be waived for non-degree seeking students. Nevertheless, appropriate tests for placement must be completed by non-degree seeking students prior to entering a degree program or enrolling in mathematics or English composition.

**Required Test Score Information**

<b>English Course Placement:</b> (Must have English & reading scores to enroll in Composition I)	<b>ASSET</b>	<b>COMPASS</b>	<b>ACT</b>	<b>SAT*</b>
<b>College Level English Composition I</b>	≥ 45	≥ 75	≥ 19	≥ 470
Basic Writing	35 – 44	21 – 74	14 - 18	
<b>Reading Course Placement</b>	<b>ASSET</b>	<b>COMPASS</b>	<b>ACT</b>	<b>SAT</b>
<b>No Reading Requirement</b>	≥ 43	≥ 82	≥ 19	≥ 470
Academic Reading	36 – 42	61 – 81	14 – 19	
<b>Math Course Placement</b>	<b>ASSET</b>	<b>COMPASS</b>	<b>ACT</b>	<b>SAT</b>
<b>College Level Mathematics</b>	≥ 48 Intermediate Algebra	≥ 50 Algebra	≥ 21	≥ 990 CR + M Reading + Math
Intermediate Algebra	≥ 48 Elementary Algebra	33 – 49 Algebra	18 - 20	
Basic Algebra	≤ 47 Elementary Algebra	≤ 32 Algebra	14 -17	
Basic Math	≤ 38 Numerical Skills	≤ 46 Pre-Algebra	≤ 13	

\*Students who score below college level on the SAT must take the COMPASS test for placement.

**College and Career Access Program (CCAP)**

College of the Ouachitas is committed to developmental courses and services that promote collegiate-level success. To this end, students requiring extensive developmental education will be enrolled in the College and Career Access Program (CCAP). The admission requirements will be criterion-based, reviewed regularly, and located on the College’s website. The College reserves the right to adjust admission requirements as needed when supported by evidence of ability to successfully complete an academic program.

AUTHENTICATION (Signature):		COPP
_____	03/29/11	
President	(Date)	5.21