



Assessment for College Course Placement - Procedure 3.3.1

Part 1. Definitions.

Subpart A. College-level courses. A college-level course is a college or university course that meets college-level standards. Credits earned in a college-level course apply toward the requirements of a certificate, diploma, or degree.

Subpart B. Developmental-level course. A developmental-level course is a course designed to prepare a student for entry into college-level courses. Developmental-level course credits do not apply toward a certificate, diploma, or degree.

Part 2. Placement Instruments.

Subpart A. System-endorsed placement instrument. Effective July 1, 2006, the College Board Accuplacer is designated as the system-endorsed placement instrument. Each college and university shall evaluate students with the system-endorsed placement instrument. A student who meets one of the conditions specified in Part 5. Subpart A. of this procedure may be exempted from completing the Accuplacer for course placements. A student who presents ACT subject area scores may also be exempted from completing the Accuplacer for course placements, and the ACT subject area scores may be used to determine course placements. System colleges and universities shall not require the ACT test for course placements.

Subpart B. Student fees for system-endorsed placement instruments. A student shall not be charged a fee for the system-endorsed placement instrument. A student who requests a re-test of the system-endorsed placement instrument shall be charged a \$5.00 retest fee.

Part 3. Exemptions

A student may be exempted from taking all or portions of the system-endorsed placement instrument based on documentation of:

1. Assessment scores taken on the system-endorsed placement instrument at any system college or university within two calendar years, inclusive of the current calendar year;

2. Subject area scores equivalent to or above the system-endorsed minimum on standardized college admissions tests (ACT) taken within two calendar years, inclusive of the current calendar year, for reading and writing and mathematics;
3. Successful prior postsecondary education indicating a high probability of success in the introductory college-level course for which a course placement score is required; or fulfillment of a college-level course in the area for which the course placement score is used. NOTE: Students who earned developmental education credits two or more years prior to the time of admission are advised to reassess to ensure currency of their skills.
4. Students who are classified as non-degree seeking are not required to be assessed.

Part 4. Course Placement.

The following course placements based on Accuplacer subtest scores indicate that a student is ready for introductory college-level courses. A student who obtains the minimum score or higher shall be placed in the corresponding college-level course(s).

1. Reading.
 - a. College-level Reading: A student who scores 77.50 or higher on the Reading Comprehension test shall be placed in courses that designate college-level reading skills as a prerequisite.
 - b. Developmental Reading: A student who scores below 77.50 on the Reading Comprehension test shall be placed in developmental reading courses.
2. Writing.
 - a. College-level Writing: A student who scores 77.50 or higher on the Reading Comprehension test and 85.50 or higher on the Sentence Skills test shall be placed in college-level writing courses.
 - b. Developmental Writing: A student who scores below 85.50 on the Sentence Skills test shall be placed in developmental writing courses.
3. Mathematics.
 - a. College Algebra: Placement into College Algebra shall be based on two test scores. A student must score 75.50 or higher on the Elementary Algebra Test and also must score 49.50 or higher on the College Level Mathematics test. A student attaining the minimum scores shall be placed in College Algebra.

Part 5. Reassessments

Subpart A. General Information

A student may be allowed to take **one** Accuplacer reassessment per academic year. (Academic year consists of Fall, Spring, and Summer terms)

An Accuplacer reassessment may include from one to three disciplines. (Disciplines are defined as writing, reading, and math)

The score(s) of the most recent assessment will be used for advising purposes.

A \$5 charge will be made to the student to cover the cost of the reassessment.

Subpart B . Procedure for Implementation

- A student seeking to reassess his/her skills must present a completed and signed Accuplacer Reassessment Request form.
- A fee of \$5 per Accuplacer reassessment must be paid at the Student Payment office prior to taking the Accuplacer reassessment.
- A paid receipt must be attached to the Accuplacer Reassessment Request form.

Date Proposed: April, 2009

Date Implementation: May 7, 2009

Signature of College President

Date