

## ADMISSIONS PROCEDURES

Southeast Arkansas College is interested in your success. Anyone with a high school diploma, GED diploma, or any qualified student enrolled in a public or private high school in Arkansas is welcome to enroll at SEARK College. Adults who have not finished high school may avail themselves of the SEARK College's Adult Education Program or take non-credit courses.

### ADMISSIONS PROCEDURES FOR DEGREE/CERTIFICATE STUDENTS

1. Take **COMPASS** assessment for Career Counseling and Placement Purposes in math, English, and reading or supply the College with a copy of your current **ACT** scores (after January 1, 1989), or **SAT** scores. The COMPASS is scheduled on an individual basis. **The COMPASS testing fee is \$6.00.** Call 543-5914 for more information.
2. Schedule an interview with a Counselor for program/course selection and placement. An advisor will be assigned to you at this time.
3. Complete Official College Application for Admission--which includes your signature on a Drug-Free School and Campus Compliance Statement.
4. Submit Copy of Official High School Transcript(s) (with seal) to Admissions. If you have attended another college(s), please submit an official copy of your College Transcript(s) (with seal) to Registrar.
5. Submit Copy of Immunization Record if born on or after January 1, 1957, as mandated by ACT 141 of 1987, showing proof of immunity by having two doses of measles vaccine, one dose of rubella, and one dose of mumps vaccine to the College.
6. Complete Official College Registration Form.
7. Pay Tuition and fees or verify Financial Aid eligibility.

You are considered admitted to Southeast Arkansas College when the above documents have been received in the Office of Student Affairs and financial obligations have been met.

### IMMUNIZATION RECORD

ACT 141 of 1987 requires that full-time students born on or after January 1, 1957, **MUST** provide the College with:

- (1) Immunization records dated after the first birthday against (a) measles (two doses) and (b) rubella, (c) mumps (one dose) *or*
- (2) An authorized waiver (religious or health reasons only) signed by the appropriate official.

Immunization records can be obtained from (1) the student's family physician, (2) the student's public school records, or (3) the county health department. A hold will be placed on a student's record until the required documents are received.

### CONDITIONAL ADMISSION

Act 1290 of 1997 (A.C.A. §6-60-208), amended by Act 520 of 1999, requires students graduating from high school May 1, 2002, and after, to have completed the Arkansas core curriculum. Completion of the core curriculum allows students unconditional admission to Arkansas public colleges and universities.

All students graduating after May 1, 2002, from Arkansas public high schools, out-of-state high schools, home schooling, private high schools, and GED programs shall be evaluated for the purpose of being granted conditional admission status.

Students who receive a GED or are graduates of home schooling or private high schools after May 1, 2002, must make a composite score of 19 on the American College Test (ACT) or the equivalent score on the SAT, or COMPASS in order to be unconditionally admitted.

***Southeast Arkansas College will implement the following policy concerning students who do not meet the requirements set forth by Act 1290 of 1997, amended by Act 520 of 1999:***

## **Introduction**

The Office of Admissions at SEARK College will be responsible for reviewing the high school transcript of in-state and out-of-state students graduating after May 1, 2002, and for informing these students of their admission status prior to enrolling in courses.

A student admitted **unconditionally** is a student admitted to the institution without requirements, conditions, or restrictions placed on initial enrollment status.

There is no minimum grade point average requirement for unconditional admission to public two-year colleges in Arkansas.

A student admitted **conditionally** is a student admitted to an institution with certain requirements, conditions, or restrictions placed on initial and/or future enrollment status.

## **Conditional Admission Status**

1. Public high school graduates who do not complete the Arkansas high school core curriculum will be admitted conditionally.
2. Students who receive a GED *or* are graduates of home schooling *or* private high schools will be admitted conditionally if they do not make a composite score of 19 on the American College Test (ACT) or the equivalent score on the SAT, *or* COMPASS.
3. Out-of-state high school graduates will be admitted conditionally if transcript evaluation determines that the requirements set forth in the Arkansas core curriculum have not been met.

## **Restrictions for those with Conditional Admission Status**

1. A student will be limited to twelve (12) semester credit hours per semester and a maximum of six (6) semester credit hours during the eight (8) week summer term. At least half (6 hours) of the 12 credit hours must be taken in developmental (remedial) courses, if required.
2. All prescribed developmental course work must be completed within the first two (2) semesters of full-time enrollment.
3. One-half of the required core courses—excluding developmental courses—must be completed within three (3) semesters of full-time enrollment.

## **Exemptions and Stipulations**

- a) Students enrolling in Certificate of Proficiency programs or non-credit courses are **exempt** from admission requirements specified by Act 1290 of 1997, amended by Act 520 of 1999.
- b) Students who are **not seeking a degree or other award** above the Certificate of Proficiency and are **enrolled part-time** are **exempt** from the requirements specified by Act 1290 of 1997, amended by Act 520 of 1999. (A part-time student is one taking less than 12 semester credit hours.)
- c) Once a part-time student enrolls for his/her twelfth (12th) semester credit hour he/she is subject to all of the requirements heretofore outlined for conditional enrollment.
- d) Full-time, non-degree seeking students must follow the requirements set forth by Act 1290 of 1997, amended by Act 520 of 1999. (A full-time student is one taking a minimum of 12 semester credit hours.)
- e) The requirements set forth by Act 1290 of 1997, amended by Act 520 of 1999, apply to all other full-time and part-time award-seeking students and to students who must follow course placement guidelines.
- f) A student whose ACT, SAT, or COMPASS scores indicate remediation is necessary may only enroll for a maximum of 12 semester credit hours. At least half (6 hours) of the 12 hours must be taken in developmental (remedial) courses.

Developmental courses must be completed within two semesters of full-time enrollment. A minimum grade of 2.00 ("C") is required in all developmental courses before advancing to the next course level. Developmental courses do NOT count toward degree requirements EXCEPT in those technical certificate programs where such a course is defined as a requirement.

## **A.A. Degree Seeking Students Admitted Conditionally**

A student seeking an Associate of Arts Degree who did not complete the Arkansas high school core curriculum will be admitted as a conditional student. The student must complete 12 hours of core academic courses in addition to any necessary developmental courses within his/her first 30 semester credit hours at SEARK College with a minimum 2.0 cumulative grade point average.

### Required SEARK College Core Academic Courses

ENGL 1313	English Composition I
ENGL 1323	English Composition II
SPEE 2393	Oral Communication for Public Address
HIST 2313	U.S. History to 1877
or	
HIST 2323	U.S. History Since 1877

### A.A.S. Degree Seeking or Technical Certificate Seeking Students Admitted Conditionally

A student seeking an Associate of Applied Science Degree or a Technical Certificate who did not complete the Arkansas high school core curriculum will be admitted as a conditional student. The student must complete six (6) hours of core academic courses and six (6) hours of technical courses required for the A.A.S. Degree or Technical Certificate in addition to any necessary developmental courses within his/her first 30 semester credit hours at SEARK College with a minimum 2.0 cumulative grade point average.

### Required SEARK College Academic Courses\*

#### Appropriate Math Course

MATH 1333 College Algebra	(determined by degree
or	being pursued)
MATH 1123 Business Mathematics	
or	
MATH 1013 Elementary Algebra	

#### Appropriate English Course

ENGL 1313 English Composition I	(determined by degree
or	being pursued)
ENGL 1013 Basic English	

\*The math and English course must be applicable to the student's A.A.S. Degree or Technical Certificate program requirements published in the SEARK College Catalog.

### Required SEARK College Technical Courses

The student's Faculty Advisor and/or the Division Chair will determine the program-specific technical course(s) to be completed according to the student's A.A.S. Degree or Technical Certificate program requirements published in the SEARK College Catalog.

### Enrollment Consequences for Conditionally Admitted Students

Students must successfully complete, with a **2.0 cumulative grade point average**, the required hours of core academic courses *and* technical courses as specified heretofore *plus* any required developmental courses **within the first 30 semester credit hours of enrollment** (excluding developmental course hours).

### Minimum Standards

Evaluation will be made at the end of each semester to determine the student's progress for grade point average (GPA) requirements.

Evaluation will also be made at the end of each semester to determine the student's progress toward completing the required core academic courses in addition to any necessary developmental courses. **Required developmental courses must be completed within the first two semesters of full-time enrollment at SEARK College.**

### Probation

At the close of each semester or summer term, a student who fails to achieve a 2.00 cumulative grade point average is placed on Academic Probation. Academic Probation does not prevent a student from enrolling in the next semester or

term; however, the probation serves as a warning to the student that he/ she must maintain a 2.00 grade point average to be in good standing with the College.

**A conditionally admitted student will be placed on Academic Probation without regard to the grade point average if required developmental courses are *not* completed within the first *two* semesters of full-time enrollment.**

**A conditionally admitted student will also be placed on Academic Probation after *three* semesters of full-time enrollment if he/she has *not* completed one-half of the required core courses—excluding developmental courses.**

## **Suspension**

Having failed to meet the criteria for **Conditional Admission or Academic Probation**, the student will be **suspended from SEARK College for at least one full fall or spring semester**. After one semester (excluding summer terms), the student will be eligible for *readmission* on Academic Probation. The student should seek enrollment counseling and be re-evaluated for deficiencies. A student receiving a second Academic Suspension will be eligible to seek readmission one year from the date of suspension. A **conditionally admitted student** will be suspended from SEARK College without regard to the 2.00 grade point average if he/she **fails to complete the required core academic courses** (excluding developmental courses) **and/or technical courses within 30 semester credit hours of enrollment**. After one semester (excluding summer terms), the student will be eligible for Conditional Re-admission on Academic Probation. The student should seek enrollment counseling and be re-evaluated for deficiencies in the original Conditional Admission plan. **The conditionally admitted student will have one semester to complete the requirements of Conditional Admission with a 2.00 cumulative grade point average**. A student receiving a second Academic Suspension will be eligible to seek Conditional Re-admission one year from the date of suspension.

**September 1998  
Revised March 1999**

## **SPECIAL STUDENT ADMISSION**

Students who are not seeking a degree or certificate may enroll as a Special Student. No testing is required unless the student is planning to take English, mathematics, or another class requiring documentation of certain skill levels. Normally, a student will not remain in this category if he/she has accumulated more than fifteen (15) semester hours.

## **INTERNATIONAL STUDENT ADMISSION**

An applicant from a foreign country must meet all requirements for general admission to SEARK College in addition to those required by federal law. No action will be taken regarding admission until all official credentials have been received. All material submitted for admission must be the original or a certified copy of the original document and must be translated into the English language.

Admission requirements for foreign students:

1. Submit all required documentation to the Admissions Office by June 1 for the Fall semester, November 1 for the Spring semester, and March 1 for the Summer Terms.
2. Complete a SEARK College Application for Admission and a SEARK College International Student Application. Submit a nonrefundable \$100.00 application fee.
3. Submit all official academic records (secondary schools, college, or university) translated into the English language.
4. Submit ACT scores.
5. Submit proof of immunization against measles, mumps, rubella, and tuberculosis.
6. Tuberculosis test is required if born outside the United States.
7. Submit proof of English proficiency: Applicants whose native language is not English are required to take the Test of English as a Foreign Language (TOEFL) and achieve a score of at least 500.
8. Submit proof of financial support: All international students must provide certified proof that the student is financially capable of meeting academic and living expenses in this country.
9. Submit proof of insurance: All international students must provide certified evidence of health and accident insurance.
10. Additional information provided as application is processed.

International students transferring to Southeast Arkansas College from a college or university in the United States must be in good academic standing and provide proof that Immigration and Naturalization Services transfer requirements have been met.

## **ADDITIONAL ADMISSION REQUIREMENTS**

Additional Admission Requirements exist for the Nursing and Allied Health Technologies Programs. See individual program descriptions for specific requirements.

## **ARKANSAS ASSESSMENT OF GENERAL EDUCATION**

The CAAP (Collegiate Assessment of Academic Proficiency) Test has been chosen by to evaluate general education competencies of students seeking the Associate of Arts degree.

All community and technical college students enrolled in associate degree programs requiring the State Minimum Core of 35 hours are required to take Arkansas Assessment of General Education after accumulating 45 college-level credits (excluding developmental education credits) and no later than completing the college's official application for graduation. Failure to complete this testing requirement will interrupt graduation plans or enrollment at institutions to which students are transferring. Check with the Student Affairs office for the next available CAAP testing period when 45 or more hours of credit have been earned.

## TRANSFER STUDENTS

Transfer students making application for admission to Southeast Arkansas College must submit an official transcript from all colleges/universities where they have been officially registered. Students who have successfully completed English Composition I and College Algebra or have proof that they have satisfactorily completed remediation so that they may enroll in college level English and Math courses may be admitted without ACT, SAT, or COMPASS scores. Satisfactory remediation is defined as a "C" or higher in Basic English, Intermediate Algebra or equivalent courses.

The Admissions Office will evaluate the transcript to determine the credits that may be transferred. In the event that receipt of a student's transcript is unavoidably delayed, a transfer student may be admitted provisionally pending receipt of the official transcript by presenting an unofficial transcript or grade report(s) from the transfer college. Transfer students must be eligible to re-enter their previous college or university. SEARK College reserves the right to require the transfer student's immediate (with loss of tuition and fees) if the student's previous record does not meet admission requirements. Transfer students who are seeking a degree or certificate from SEARK College need to request an evaluation of their transfer credits. A form is available in the Admissions Office for this purpose. Only grades of "C" or better from institutions of higher education which are accredited or candidates for accreditation by a regional accrediting association will transfer as "credit" and be recorded on the SEARK College transcript.

## TRANSIENT (TEMPORARY) STUDENT

A student enrolled at another college or university may enroll as a "transient (temporary) student." Generally, such enrollment will apply only to summer terms. No transcript is required for admission; however, an Application for Admission should be completed and submitted along with a "Statement of Good Standing" from the "home" institution. These documents should be sent to the Vice President for Student Affairs and Registrar. **It is the student's responsibility to complete a Transcript Request form at the end of the summer term(s) so that credits can be sent to his/her "home" college or university.**

Students should also secure permission from the "home" institution prior to enrolling at SEARK College to ensure that the earned credit from Southeast Arkansas College will be accepted.

EXCEPTION: Students who do not provide the Statement of Good Standing must submit official ACT, SAT, or COMPASS scores and a transcript of college work. Students who wish to take an English, math, or reading course must submit ACT, SAT, or COMPASS scores for placement purposes.

Transient students wishing to continue at SEARK College following the Summer Term should follow the procedures for Admission of Transfer Students.

## HIGH SCHOOL STUDENTS, CONCURRENT ENROLLMENT

In accordance with Act 1097 of the 1991 Arkansas Legislature, any qualified student enrolled in a public or private high school in the State shall upon request be accepted for enrollment in regular college level courses (excluding developmental courses) as a part-time student subject to general institutional requirements. To qualify, each student must be recommended by the principal of the high school in which the student is enrolled and meet the following criteria:

1. For English or mathematics courses, achieve an ACT, SAT, or COMPASS score in the subject area of the course(s), at the level required by the State Assessment and Placement Law.
2. Have a grade point average of at least 3.0 (on a 4.0 point system) in all high school courses in the subject area, or have an overall grade point average of at least 3.0. For ninth grade students, grades from the previous two school years shall be included.

## FORMER STUDENTS

Students who have interrupted their attendance at Southeast Arkansas College are usually re-admitted automatically if their academic record for the last semester of college work is satisfactory. Another application for admission must be filed by students who have not attended Southeast Arkansas College during the past year and by students who have attended another college since attending Southeast Arkansas College.

Students have the option of graduating under the requirements of the catalog in effect at the time of initial enrollment, or any subsequent issue while enrolled, but they must complete all requirements within five (5) years of the catalog selected.

## **ACADEMIC CLEMENCY**

A student with a poor academic record may petition to have all or selected semesters' grades excluded from the calculation of the grade point average. This process, called academic clemency, is designed to help students who because of immaturity, personal crisis, or other extenuating circumstances, have not demonstrated their true abilities in performing college level work. This process is not intended for students struggling to stay in school due to poor academic performance but rather for students who have achieved acceptable academic performance following a break in enrollment in higher education. Academic Clemency is primarily designed to assist students in earning a certificate or degree, which without clemency would be unlikely to complete a program of study. It is not designed to assist students in achieving graduation honors.

Conditions and requirements:

1. Academic Clemency may be granted only once.
2. Course work to be excluded must be contiguous and at least three years old.
3. Students must not have been enrolled in higher education for at least three years.
4. Students must have completed at least 15 semester hours applicable to their GPA with a 2.00 or better.
5. Selected courses within a semester may not be excluded.
6. Students must submit a written request to the Vice President for Student Affairs & Registrar.

Once the request is received, the Vice President for Student Affairs, the Vice President of Academic Affairs and the Chairperson of the Faculty Senate will determine the validity of the request. This group meets only once a semester – generally by the 12<sup>th</sup> week – and will render a decision by the end of the semester. Their decision is final, and no further appeal will be considered.

If granted, Academic Clemency will apply to all coursework within a semester or a contiguous block of semesters. All grades and credits successfully completed during the semester(s) for which clemency is requested will be forfeited. All grades and courses will remain on the student's transcript; however, the grades will not be calculated in the student's overall grade point average. The student's transcript will carry the permanent notation, "Academic Clemency granted for \_\_\_\_\_ semester(s)."

This policy does not apply to eligibility for financial aid and may not be accepted by other colleges and universities for students who transfer.

## **CREDIT FOR PREVIOUS TRAINING OR EXPERIENCE**

Students may be granted college credit for previous training in their technical program area if approved by the instructor in their program area and the Vice President for Academic Affairs. Validated nontraditional education experiences (i.e., work experience, industry training) may be recognized by Southeast Arkansas College if a student enrolls in Portfolio Development and Experience Evaluation (TECH 2011). Military training experience is evaluated for equivalent college credit through the use of a nationally standardized system. Credit is awarded for technical courses only and can be used to fulfill requirements toward an Associate of Applied Science degree, Technical Certificate or Certificate of Proficiency. The SEARK College transcript will record an "S" for credit earned in this manner and is NOT considered transferable. Up to 15 credit hours may be awarded if the portfolio meets the same level of learning that would have occurred had the student taken the same courses at Southeast Arkansas College. Credit is awarded upon approval of the Vice President for Academic Affairs. Credit will be applied to the student's transcript once they have earned fifteen semester credit hours through traditional classes.

## **CREDIT BY COLLEGE LEVEL EXAMINATION PROGRAM (CLEP)**

The College Level Examination program (CLEP) consists of general examinations and subject examinations. There are five general examinations—English Composition with Essay, Humanities, Mathematics, Natural Sciences, and Social Sciences/History. If a student achieves a test score within a range of 20-80 on the CLEP in mathematics, English, natural sciences and/or social sciences/history, SEARK College will grant six (6) hours of credit in each of these general areas: English, natural science and social science/history; and three hours credit in mathematics. Contact the Counselor in the Office of Student Affairs, for more information on the CLEP.

## **CREDIT POLICY FOR ADVANCED PLACEMENT (AP) PROGRAM**

The Advanced Placement (AP) Program of the College Entrance Examination Board gives students the opportunity to pursue college-level studies while still in high school and to receive advanced placement and/or credit upon entering college. Southeast Arkansas College agrees to award credit for performance on the Advanced Placement of the College Entrance Examination Board using the following guidelines:

1. Award institutional credit and document the credit on the student's SEARK College transcript for AP scores of 4 and 5 if the corresponding courses are offered by SEARK College. Scores of 3 are valid for AP credit on selected courses. (See No. 4 below.)

2. If a student has received credit from a college or university for a score of 4 or 5 and transfers to Southeast Arkansas College, SEARK College will accept the credit for that course or courses in the same matter in which course credit was accepted for other courses transferred from an accredited institution of higher education and consistent with SEARK College's AP Policy. AP exam scores on the basis of which credit, placement, or exemption is given (including scores lower than 4 or 5) must either be entered on the academic record or must accompany the transcript when a student asks that a transcript of the record be sent to another institution for transfer.
3. Transfer of credit, placement, or exemption for scores lower than 4 will be left to the discretion of the receiving institution.
4. Southeast Arkansas College will accept for credit the following AP exams if the College's minimum required scores are met. The SEARK College equivalent course for which credit will be awarded is listed below.

<u>AP Exam</u>	<u>Min. Score Required</u>	<u>SEARK College Course Equivalent</u>
American Govt./Politics	3	POLI 2313 American Government
American History	3	HIST 2313 U.S. History to 1877 or HIST 2323 U.S. History Since 1877
Art History	3	ART 2343 Art History & Appreciation
Biology	4	BIOL 1464 Principles of Biology
Chemistry	4	CHEM 1434 General Chemistry I and CHEM 1444 General Chemistry II
Computer Science	4	COMP 1123 Intro to Computers and/or INFO 1133 Introduction to Computer Programming
English Composition or English Composition	4 5	ENGL 1313 English Composition I ENGL 1313 English Composition I and ENGL 1323 English Composition II
English Literature	4	ENGL 2323 English Literature
Macroeconomics	3	ECON 2313 Principles of Economics I
Microeconomics	3	ECON 2323 Principles of Economics II
Music Listening & Literature	3	MUSIC 2333 Music History & Appreciation
Physics	4	PHYS 2414 General Physics I and PHYS 2424 General Physics II
Spanish Language	4	LANG 2414 Elementary Spanish I and LANG 2424 Elementary Spanish II
Statistics	3	MATH 2373 Introduction to Statistics

*Effective Fall 2000*

## **CREDIT BY EXAMINATION**

Students may make application to challenge some courses by taking an exam prior to the beginning of the semester or no later than the second-class meeting. Challenge exams will be for a pass/fail evaluation; no letter grade will be given for the course. "S" for Credit will be recorded on the Southeast Arkansas College Official Transcript. Challenge Examination requests should be made to the department responsible for the course. The cost of each is \$68.00. Upon successfully completing the exam, the student will pay the remaining balance of the cost of the class (i.e. a 3-semester credit hour course cost is \$204. less the \$68 Challenge Exam fee, leaving a balance of \$136) before the course will be added to the student's transcript. If the student is unsuccessful in his/her attempt on the Challenge Exam, he/she will be required to pay the full cost of the course in addition to the \$68 exam fee (total cost of \$272) in order to enroll in the class.

## **RECORDING NON-RESIDENCE CREDIT**

Credit awarded by Challenge Examination, CLEP, Portfolio, AP, etc., will be posted to the transcript only after the student has earned fifteen (15) hours in residence at SEARK College.

## **COLLEGE HOURS AND COURSE LOAD**

A semester credit hour is earned when students satisfactorily complete class work to which they devote the equivalent of one hour per week for 16 weeks. In laboratory courses it is necessary to spend more time for each semester hour of credit. EXAMPLE: For a three semester credit hour course, the student will attend class a minimum of three hours per week.

The normal class load for students at Southeast Arkansas College is defined as 16 credit hours with 18 hours as a maximum load for the average student during the Fall or Spring Semesters. Maximum course load during summer term is 12 semester credit hours. The maximum load for the Summer Terms is 12 hours (6 hours per term). The Vice President for Academic Affairs must approve any deviation from these requirements.

**NOTE:** Based upon test results, students who are required to take the complete developmental studies program of nine semester credit hours (English, math, and reading) may not carry more than 12 semester credit hours without special approval of the Vice President for Academic Affairs. Upon full-time enrollment, students required by test score to take READ 1213 Developmental Reading must register in this course along with their other program courses. Students requiring the complete developmental studies program should also take EDUC 1313 Learning to Learn: Critical Thinking Skills if they take 12 semester credit hours. Approved technical specialty courses may be taken concurrently with developmental courses. Students with ACT scores below 10 and COMPASS scores below 10% will be limited to taking developmental courses and referred to Adult Basic Education and to the Learning Assistance Lab on the campus.

## **ALTERNATIVE COURSE DELIVERY**

In addition to traditional instructor-led classes, SEARK College offers a variety of courses through alternative delivery systems. Internet, computer-based instruction, compressed video to and/or from off-campus locations and independent study are currently available in specific courses. As other methods and technologies are developed, the College will endeavor to expand its access to alternative course delivery. Students interested in alternative course delivery should consult with their academic adviser. Prerequisites and additional fees may apply.

## **INDEPENDENT STUDY**

Independent study will be utilized on a limited basis and will require the availability of a qualified instructor and the consent of both the department chair and the Vice President for Academic Affairs.

## **CLASS STANDING**

Students with fewer than 30 semester credit hours are classified as freshmen, and students with 30 through 59 semester credit hours are classified as sophomores.

## **MINIMUM CLASS SIZE AND CANCELLATION OF CLASSES**

The College reserves the right to cancel a class when: (a) fewer than 12 students enroll, (b) a qualified instructor is not available, (c) necessary facilities, equipment or materials are not available, or (d) for reasons which would otherwise make the teaching and learning in the class inefficient or ineffective.

## **BASIC SKILLS REQUIREMENTS FOR COLLEGES & UNIVERSITIES**

Arkansas law requires that all students enrolling in state-supported colleges and universities demonstrate mastery of basic skills in reading, writing, and mathematics. Students who fail to achieve designated scores on the various components of the **COMPASS**, **ACT**, or **SAT** test will be required to successfully complete developmental education courses. Developmental courses are not counted toward degree requirements or calculated in the grade point average.

Students whose test scores do not exempt them from basic studies are required to enroll in developmental course work each enrollment period until the above requirements have been met. Enrollment in and satisfactory completion of required developmental courses is a condition of admission to the college in accordance with state regulations. First-time entering undergraduate students must meet the following placement standards prior to enrollment in mathematics or English composition courses:

**Mathematics:** Students scoring 19 or above on the mathematics section of the Enhanced ACT, 460 or above on the quantitative portion of the re-centered SAT, or 59 or above on the COMPASS Algebra test may enroll in college-level mathematics courses. Students not meeting the standard must successfully complete a developmental (pre-college level) mathematics course or courses, demonstrating achievement at least as sophisticated as intermediate algebra in order to be placed in college-level mathematics courses.

**English Composition:** Students scoring 19 or above on the English section of the Enhanced ACT, 40 or above on the Test for Standard Written English (TWSE), or 75 or above on the COMPASS Writing test may enroll in college-level English courses. Students not meeting these standards must successfully complete a developmental course in English grammar and/or a writing fundamentals course before being enrolled in freshman English.

**Reading:** Students scoring 19 or above on the Reading Section of the Enhanced ACT, 470 or above on the verbal section of the re-centered SAT, or 82 or above on the COMPASS Reading Skills test will be considered to have met

minimal reading skill requirements. Students not meeting the standard shall enroll in a developmental program in reading during their first semester in college and each subsequent semester (if necessary) until the course is successfully completed. Freshman English may be taken concurrent with or subsequent to any required developmental reading course.

Appropriate tests for placement must be completed by students prior to entering a degree, diploma, or technical certificate program or prior to enrolling in a mathematics or English course.

## **DEVELOPMENTAL STUDIES PROGRAM**

**Program Description:** Developmental courses are offered for those students whose placement test scores indicate a need for additional college-preparatory coursework. Southeast Arkansas College requires a student to make a grade of **C** or better in all developmental courses before progressing to the next course level. **Developmental courses do NOT count toward degree requirements EXCEPT in those technical certificate programs where such a course is defined as a requirement.** SEARK College highly recommends EDUC 1313 Learning to Learn: Critical Thinking Skills for students needing to establish full-time status (12 hrs.).

<u>COURSE NO.</u>	<u>COURSE TITLE</u>	<u>LEC</u>	<u>LAB</u>	<u>SWE</u>	<u>SCH</u>
ENGL 1013	Basic English	3	0	0	3
ENGL 1113	Fundamentals of Writing	3	0	0	3
MATH 1003	Fundamentals of Math	3	0	0	3
MATH 1013	Elementary Algebra	3	0	0	3
MATH 1023	Intermediate Algebra	3	0	0	3
READ 1213	Developmental Reading	3	0	0	3

**This is not a developmental course; however, this course is highly recommended:**

EDUC 1313	Learning to Learn: Critical Thinking Skills	3	0	0	3
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