



## **POLICIES & PROCEDURES**

**Title: Admissions / Acceptance of Academic Credit**

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**Department: Admissions & Records**

### **Purpose**

As a member of the Louisiana Technical and Community System, and in compliance with the admission policy established by the Louisiana Legislature and approved by the Board of Regents, Louisiana Delta Community College has an open admissions policy. Anyone with a high school diploma from a state approved high school or a HiSET (High School Equivalency Diploma) is eligible for admission. Prospective certificate or degree seeking students without a high school diploma or its equivalent are also eligible for admission upon demonstration of the ability to benefit.

### **Scope**

All Louisiana Delta Community College students and prospective students.

### **Policy**

All eligible persons are assured equal opportunity for admission without regard to ethnicity, religion, gender, national origin, age, disability, marital status or veteran's status. Certain programs within the college may require additional admission standards in order to achieve program or industry accreditation standards.

Students seeking admissions to LDCC must submit the following documents and meet the following requirements:

- Completed Application for Admission
- Non-refundable Application Fee
- Official High School Transcript or High School Equivalency scores
- Official ACT scores or COMPASS Placement Survey results
- Official Transcripts from all post-secondary schools attended
- Proof of Immunization Compliance
- Proof of Registration with Selective Service for those students required to register

## **Non-High School Graduate Admissions Requirements**

In addition to the application, non-refundable application fee, proof of immunization and selective service verification, a home schooled student, non-high school graduate (with no High School Equivalency Diploma) or graduate of a non-accredited high school who does not possess ACT scores less than three years old must take the Compass placement exam. Acceptable ACT or placement survey exam scores will be used to determine ability to benefit from enrollment in the college. Applicants will be granted provisional admission to the college if developmental courses are required. Once the required developmental course work is successfully completed, the student will be granted full admission to LDCC.

## **High School Dual Enrollment Program**

A currently-enrolled high school student who meets certain requirements may enroll in college-level courses prior to high school graduation by participating in the High School Dual Enrollment Program. Students must be at least 16 years of age and must be classified as a Junior or Senior; exceptions to this may be reviewed by the College. In addition, certain programs, in particular health care professions and industrial technology areas, may be subject to stricter age requirements due to safety and/or regulatory considerations. For all students under 18 years of age, parental consent is required.

Students who earn ACT scores of at least 18 in English, 19 in Math, and 18 Composite (or PLAN or SAT equivalent) are eligible for enrollment in all General Education courses transferrable to a four-year institution. Students with an overall high school GPA of 2.5 or greater, Math ACT of 16 or greater and English ACT of 14 or greater are also eligible for General Education courses. However, the student will be placed in MATH 099 if the Math ACT score is between 16 and 18; similarly, the student will be placed in ENGL 099 if the English ACT score is between 14 and 17. The ACT/GPA requirements listed apply to courses for an academic pathway.

English ACT of 14 or greater are also eligible for General Education courses. However, the student will be placed in MATH 099 if the Math ACT score is between 16 and 18; similarly, the student will be placed in ENGL 099 if the English ACT score is between 14 and 17. The ACT/GPA requirements listed apply to courses offered for a technical career pathway.

## **International Students**

Louisiana Delta Community College has not yet petitioned the United States Department of Justice, Immigration and Naturalization Service for approval of the school for attendance by non-immigrant students, and cannot issue the immigration form I-20.

## **Admissions Status**

The applicant who meets the admission requirements and has submitted all required documents is fully accepted to the College.

### Provisional Admission

The applicant who meets the admission requirements based on unofficial transcripts, or who is currently enrolled at another institution at the time admission is determined, may be admitted provisionally. Official and complete transcripts must be received within 30 days of the official first day of class. **Failure to provide all required documents may result in dismissal. Also, financial aid will not be disbursed to students not meeting all of the above requirements.** Once all final transcripts and any other missing documents have been received a final admission decision will be made.

### Admission on Probation

The following applicants, if admitted to LDCC, will be admitted on probation:

- 1) The re-entry applicant who was last enrolled at LDCC on probation or suspension status.
- 2) The transfer applicant who is eligible to re-enter the previous college and was on academic probation at that college.
- 3) The transfer applicant who is eligible to re-enter the previous college and was not placed on academic probation if grades earned at the previous college were such that the student would have been placed on probation if grades had been earned at LDCC.
- 4) The transfer student who last was enrolled at another institution on suspension status must have permission from both institutions to be allowed to enroll at LDCC.

### Transfer Student Admission and Placement

Students who have attended another college/university prior to applying for admission to Louisiana Delta Community College must provide official college transcripts from all previously attended institutions. Transfer applicants must have earned 12 or more hours of transferrable college level credit (C or higher grade), to be admitted on the basis of transfer credit. Additionally, transfer students may be required to provide Official ACT scores or take the COMPASS Placement Survey to determine if developmental course work will be required as a prerequisite to English 101, Math 105/110 (College Algebra) or 200 level courses.

For transfer students to be eligible for ENGL 101 they must have:

Scored an 18+ in English on the ACT or,  
Scored at least a 69 on the COMPASS Writing Assessment or,  
Successfully completed ENGL 099 (or its equivalent) or,  
Students who have attempted ENGL 101 at an accredited institution may be required to provide ACT or COMPASS scores to support placement in this class.

For transfer students to be eligible for College Algebra they must have:

Scored an 18+ in Math on the ACT or,

Scored at least a 31 on the Algebra section of the COMPASS or,  
Successfully completed MATH 099 (or its equivalent)  
Students who have attempted MATH 105/111 at an accredited institution may be required to provide ACT or COMPASS scores to support placement in this class.

For transfer students to be eligible to enroll in 200 level courses they must have:

Scored an 18+ in Reading on the ACT or,  
Scored at least a 81 on the COMPASS Reading Assessment or,  
Successfully completion or READ 099 (or its equivalent) or,  
Successfully completed minimum of 12 hours of college level course work including at least two 200 level courses

No student will be allowed to take more than 25 total semester hours or 200-level course work until all developmental course requirements have been completed.

Transfer students may be admitted in good standing or on probation based on the number of hours attempted, quality points and cumulative grade point average.

### **Re-Admit**

An applicant who previously attended LDCC, but whose enrollment was interrupted for a minimum of one fall or spring semester must apply for readmission and will be classified as a re-entry student. Re-entry student will be admitted according to their academic standing when last enrolled at LDCC; if last enrolled in good standing, they will be granted full admission; if last enrolled and placed on probation, they will be admitted on probation; if last enrolled and placed on suspension, their application may be reviewed by the Admission and Academic Affairs Committee and if approved for readmission, they will be admitted on probation.

Students who have attended another college or university since they were last enrolled at LDCC must have an official transcript from that institution sent to LDCC. Consideration of grades earned at that institution may impact re-admit academic standing.