

POLICY NUMBER: SS-215

POLICY AND PROCEDURES MEMORANDUM

Title: Admissions Policy for High School Students

Effective Date: 05/03/2019
Date of Last Revision: 04/12/2019
Review Date: 05/03/2019

Cancellation:

Office: Student Services

Admissions Policy for High School Students

Policy

The Louisiana Community and Technical College System Policy #1.004, *General Admissions Policy Statement*, requires each institution to have an admissions policy for dual-enrolled high school students. This policy applies to all students who will be attending South Louisiana Community College while enrolled in high school.

I. Early College Programs

Applicants to early college programs that provide a planned program for completion of a college credential with high school completion must meet the requirements of the individual program.

II. Dual Enrollment

An eligible high school student can be admitted to SLCC as a non-degree seeking student to earn college credit and Carnegie units. It is the responsibility of the student to verify that SLCC courses apply toward high school graduation.

Dual enrolled students must meet the following eligibility requirements:

- Must be a junior or senior in high school when courses are taken, except for students taking all of their courses at their high school or at their school district's college and career center site;
- Satisfy all SLCC general admission requirements, including providing immunization records/waiver as well as proof of registration with Selective Service, if applicable;
- Provide a current copy of their high school transcript, if not available through the Louisiana Student Transcript System;
- Students who register for transferrable academic courses listed on the Board of Regents Articulation Matrix must meet the minimum GPA and test score requirements outlined by the Board of Regents in the *Academic Affairs Policy 2.22 Minimum Requirements for Dual Enrollment*.
- Satisfy all prerequisite requirements for SLCC courses.

Dual enrolled students are subject to all policies and provisions in place at the time of enrollment. Individual schools and/or school districts may have additional requirements that must be satisfied to qualify for funding.

Dual enrolled students must follow the same withdrawal deadlines as any other undergraduate student in the college.

III. Concurrent Enrollment

A high school junior or senior can be admitted to South Louisiana Community College (SLCC) as a student to earn college credit while not earning Carnegie units.

Concurrent enrollment students must meet the following eligibility requirements:

- Satisfy all admission requirements, including providing immunization records/waiver as well as proof of registration with Selective Service, if applicable;
- Provide a current copy of their high school transcript, if not available through the Louisiana Student Transcript System
- Students must meet GPA and minimum test score requirements outlined by the Board of Regents in their *Academic Affairs Policy 2.22 Minimum Requirements for Dual Enrollment*.
- Satisfy all prerequisite requirements for SLCC courses.

Concurrent enrollment students are subject to all policies and provisions in place at the time of enrollment. Individual schools and/or school districts may have additional requirements that must be satisfied to qualify for funding.

Concurrently enrolled students must follow the same withdrawal deadlines as any other undergraduate student in the college.

Attachments

Reference:

Policy Reference:

LCTCS Policy #1.004, General Admissions Policy Statement Board of Regents Academic Affairs Policy 2.22 Minimum Requirements for Dual Enrollment

Review Process:

Reviewing Committee/Entity	Review Date(s)	Approval Date	Effective Date
Committee for Institutional Policy Review	04/12/2019	04/12/2019	05/03/2019
Executive Committee	05/03/2019	05/03/2019	05/03/2019

Chancellor's Signature/Approval

SIGNATURE:

DATE: 5/3/2019

Natalie I Harder Ph D

Chancellor

Final Distribution:

Distribution:

Electronic: posted to College's website and sent via email to College personnel

Hard copy: Original to Executive Assistant to the Chancellor for Master Policy Binder, copy to Chair

of Committee of Institutional Policy Review