

Essex County College College Regulation

REG. 5-2 ADMISSION TO THE COLLEGE

Purpose:

To establish the process by which students are admitted into Essex County College.

Application:

1. Essex County College is to admit any person who is at least 18 years of age or who has earned a high school diploma or General Education Development (GED) certificate. This open admissions policy does not apply to persons seeking degrees or certificates from the Nursing and Allied Health programs.
2. The College recognizes the following admissions categories as either full-time (registered for 12 or more credits per semester) or part-time (registered for less than 12 credits per semester).
 - i. Matriculated Students: Students officially enrolled in programs of study leading to a degree or certificate.
 - ii. Non-matriculated Students and Visiting Students: Students taking credit courses for personal interest, career advancement, enrichment or transfer to another college where they are matriculated. Non-matriculated students are not eligible for financial aid. It is recommended that non-matriculated students enroll in no more than two courses per semester and that at the completion of 12 credits change their status to matriculated. If a non-matriculated student wishes to apply for matriculation, the student must meet with an academic counselor to review the requirements and complete the necessary paper work for matriculation.
 - iii. Transfer Students/Advanced Standing: Students who have attended another accredited post-secondary institution.
 - iv. Readmitted Students: Students previously enrolled at Essex County College who has not been in attendance for three or more years.
3. Applicants to some Allied Health programs must meet special admissions requirements. Students can be admitted to the Nursing and Allied Health programs only with the approval of the program admissions committees and after satisfactorily completing specified pre-major course requirements.
4. All new students seeking a degree or certificate are required to complete a pre-enrollment placement test. This college placement test is used to determine placement in college-level or developmental courses.
 - Exceptions from Placement Testing (entire test) appropriate documentation must be provided to the Office of Enrollment Services.
 - Students who have earned AA/AS or BA/BS degree from a U.S. College.
 - Students who have attended another college in the U.S. and have earned college credit in English Composition and college-level mathematics.
 - Students who have SAT scores in critical reading and in the mathematics sections of the test that meet the cutoff determined by the Office of Academic Affairs.

- Students who have ACT scores in the mathematics sections of the test that meet the cutoff determined by the Office of Academic Affairs.
- Students who have Advanced Placement scores in English and in mathematics, as determined by the Office of Academic Affairs.
- Students who completed developmental English and mathematics at another college.

Students can transfer placement scores from another college if the test is ACCPULACER/COMPANION sections Reading, Essay, Arithmetic and Algebra taken no more than 3 years prior to application to Essex County College.

5. False and misleading information on an application may result in immediate dismissal from the College.

Responsible Official(s):	Reference: <i>N.J.S.A. 18A:64A-12(o)</i>
Regulation History: App. 11/95, Rev. 10/01, 7/11, 3/17	Attachment(s):