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# ADMISSIONS

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## ADMISSIONS INFORMATION

Sampson Community College subscribes to an *Open Door* admissions policy. Students may be admitted to curriculum courses or to courses designed to strengthen academic skills. Regular high school graduation or an equivalency diploma (GED) is required for admission to all associate degree or diploma programs. While SCC advises all students to seek a regular high school diploma or GED, non-graduates may be admitted to certificate programs or to a limited number of specific courses with the written approval of the appropriate division chair. The college reserves the right to place students on the basis of counseling, assessments, interviews, and past academic achievement.

## ADMISSIONS REQUIREMENTS

**1. Application for Admissions.** Complete an application for Admission and submit it to the Admissions Office, Post Office Box 318, Clinton, North Carolina 28329.

### 2. Transcripts

**Prospective Freshman Applicants.** High school seniors should submit a partial transcript showing senior year courses. After graduation, applicants must provide a transcript showing all courses completed. Applicants who have already graduated from high school should request a complete transcript to be sent to the Admissions Office. It is the applicant's responsibility to request transcripts to be sent to SCC.

**General Education Development Scores.** Students who successfully completed the GED program must request that their scores be sent to the Admissions Office. Applicants who completed the GED in North Carolina can obtain an official copy of their scores by submitting a request to the **North Carolina State GED Center, 5024 Mail Service Center, Raleigh, North Carolina 27699.**

**Transfer Applicants.** College transfer applicants must submit an official transcript from all colleges attended. A high school transcript is also required.

- 3. Placement Testing.** The ASSET or COMPASS placement test is required of all diploma and degree seeking students. However, testing may be waived based on an acceptable SAT or ACT score. This test will be scheduled upon receipt of your application. Placement test results will be used to assist students in selecting the appropriate courses and program of study. There is no charge to take the placement test.

Transfer students who have not completed the ASSET/COMPASS placement test within the last three years or who have no previous college math or English courses must take the ASSET/COMPASS placement test before enrolling in the college. Students who wish to be exempted from the placement test must provide the college with a copy of their ACT or SAT scores or an official transcript showing completion of English and math courses. **Please note that the college math and English exemption does not apply to limited enrollment programs such as Associate Degree Nursing and Licensed Practical Nursing.**

- 4. Counseling Interview.** Students are required to visit the college for an interview with a counselor. The purpose of the interview is to review placement test scores and to clarify educational plans. The interview is scheduled after the placement test has been completed.
- 5. Medical Form.** All new and readmitted students are required to submit a medical history form prior to registration. Students applying for the Associate Degree Nursing or the Practical Nursing program will be required to take a dental and physical examination after acceptance. In addition, students must verify their emotional and physical health.
- 6. Conditionally Admitted Students.** All admission decisions are conditional with final acceptance dependent upon completion of all admission requirements within the *first semester* of enrollment. Those students failing to complete the requirements above will not be allowed to register for another semester. Conditionally admitted students will not receive financial assistance including veteran's education benefits.

### **Concurrent Enrollment (Huskins Bill Program)**

Sampson Community College, offers through the Huskins Bill program selected, college-level courses tuition-free to qualified high school juniors and seniors that are at least 16 years of age. Students admitted to curriculum courses while enrolled concurrently at a high school must meet the college's general admission requirements including the satisfactory performance on placement examinations or other appropriate examinations recognized by the college. Applications are available in the admissions office or the high school guidance counselor's office.

To qualify for admission applicants must:

1. Complete a Sampson Community College Special Application.
2. Submit a high school transcript showing course work completed.
3. Obtain approval from high school principal.
4. Obtain approval from SCC Director of Admissions

**For Students who are taking College level English and Math, the following requirements apply:**

5. Have SAT scores of approximately 920 (Verbal 480; Math 440) and an overall "B" on completed high school work. or
6. Have composite score of 19 or better on the American College Test (ACT) (Verbal 19; Math 19) and an overall "B" on completed high school work.
7. Complete the ASSET/COMPASS placement test with satisfactory scores.

### **Admission to Cosmetology Instructor Training**

Applicants applying for admission to the Cosmetology Instructor training program must meet general admission requirements and specific program requirements. Each applicant must complete requirements listed below:

1. Submit an application for admissions.
2. Provide proof of work experience as a cosmetologist.
3. Submit a copy of current cosmetology license.
4. Submit an official high school transcript or GED scores.
5. Complete a medical history form.
6. Request college transcript to be sent to the Admissions Office.
7. Schedule an information session with the Department Chair of the Cosmetology program.

## **Admission to the Basic Law Enforcement Training Program**

Applicants who wish to become a certified law enforcement officer may enroll in the Basic Law Enforcement Training program. To be admitted applicants must complete the following admission requirements.

1. Submit an application for admissions.
2. Obtain a sponsorship from a law enforcement agency.
3. Complete a standard medical history statement (F1) and a medical examination report (F2). A medical doctor must complete the medical examination report (F2) no more than thirty days before the beginning of the course. Sampson Community College does not schedule or pay for physical examinations.

## **Readmission**

Students who withdraw from the college for one or more years; the following requirements must be completed before registration:

1. Application for admissions.
2. Medical History Form.
3. An interview with a counselor.
4. Residency Classification Form.
5. College transcripts from other colleges and universities, if not already on file in the Admissions Office.

Previously enrolled students who drop out for two calendar years or longer may be readmitted but will return under the catalog current at the time the students are readmitted.

## **Home School Students**

Home school graduates should follow the admission procedures established for regular students. Students seeking to take curriculum courses before graduation should contact the Admissions Office to obtain information on Concurrent Enrollment/Huskies Bill Program admission requirements.

## **Transfer Students**

Transfer students should follow the admission procedures established for regular students listed in the Admissions section of the catalog.

### **Concurrently Enrolled High School Students**

Qualified high school juniors and seniors who are 16 years of age may enroll in both high school and college provided the high school principal approves the concurrent enrollment. Students should contact their guidance counselor or the Admissions Office to obtain a concurrent enrollment form and special application.

### **Non-High School Graduates**

Sampson Community College subscribes to an *Open Door* admissions policy. While SCC advises all students to seek a high school diploma or GED, non-graduates may be admitted to a limited number of selected certificate programs or to specific courses with the written approval of the appropriate division chair. The college reserves the right to place students on the basis of counseling, assessments, interviews, and past academic achievement. Students who have not completed a high school diploma or GED may enroll in the following certificate programs:

Building Construction Technology	Horticulture
Cosmetology	Livestock and Poultry
Industrial Systems	Welding
Manicuring/Nail Technology	

Students who have not completed a high school diploma or GED are not eligible for financial aid.

### **Visiting Students**

Visiting students are those who are enrolled at another college or university who wish to enroll at SCC for one semester.

Visiting students must:

1. Submit an SCC Admissions Application.
2. Submit written permission from their institution.
3. Submit college transcripts showing courses completed.

### **Special Students**

Special students are those who are enrolled in curriculum courses for credit but are not working toward a degree, diploma, or certificate. Special students must meet all prerequisites or receive approval from course instructor or department chair before registering for the course. If a special student should decide to earn a degree, diploma, or certificate, the student must complete all admission requirements for regular students. Special students may receive credit toward graduation for 15 credit hours completed prior to acceptance into a curriculum program. Additional credit hours may be accepted only at the discretion of the department chair of the program the student plans to enter.

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## ASSET/COMPASS PLACEMENT TEST

Sampson Community College uses the ASSET/COMPASS Placement Test as part of the admissions process. The ASSET/COMPASS placement program consists of four tests, one English, two mathematics, and one reading. The test is designed to help place entering students in the appropriate courses or curriculum programs, to provide as close a match as possible between the students' skills and the course requirements. Because students entering Sampson Community College differ considerably in achievement, they are offered developmental courses during the first semester of enrollment.

### Students with Disabilities

Students who have a disability or temporary handicap that prevents them from taking the placement test under standard conditions, may request special accommodations. A request for special accommodations should be made directly to the Office of Disability Services at least two weeks prior to testing.

### Test Waiver

Applicants who present proof of having met one of the following criteria will be exempted from taking the placement tests:

1. Completion of at least one college level mathematics and English course with a grade of "C" or better.
2. A score of 920 or more on the Scholastic Aptitude Test (SAT) (Verbal 480; Math 440). SAT scores over four years old are not accepted.
3. Graduate of an accredited institution with an associate degree or higher.
4. A composite score of 19 or better on the American College Test (ACT) (Verbal 19; Math 19). ACT scores over four years old are not accepted.

*Applicants seeking admission to Associate Degree Nursing or the Practical Nursing program are required to complete the ASSET/COMPASS placement test, ACT, or the SAT.*

## LIMITED ENROLLMENT PROGRAMS

### Admission to Nursing Programs

Sampson Community College uses special admission procedures for nursing programs. Applicants who wish to enter the Associate Degree Nursing or the Practical Nursing programs must meet additional admission requirements beyond those established for general college admission.

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Students interested in enrolling in one of the nursing programs are encouraged to complete the admissions requirements below by March 15. *The college reserves the right to extend the application period when warranted.*

### **General Admission Requirements**

1. Complete Sampson Community College admissions application.
2. Submit official high school (or GED) and all college transcripts (if applicable).
3. Complete *ALL* prerequisite courses with a grade of "C" or better. Prerequisite courses (*Chemistry, Biology, and Algebra*) should be completed within *ten years* of high school graduation.
4. Submit an official copy of Scholastic Aptitude Test Scores. A minimum score of 920 is required (Verbal 480; Math 440) or
5. Submit an official copy of American College Test Scores. A minimum score of 19 is required (Verbal 19; Math 19) or
6. Complete the ASSET/COMPASS Test within three (3) years of proposed admission.
7. Complete requirements for certification in Nursing Assistant I (CNAI) and cardiopulmonary resuscitation.
8. The Nursing Admissions Committee reviews all applications meeting the minimum stated requirements for consideration.

### **Retest Policy/Procedures**

Applicants who fail to meet minimum scores on the placement test will be allowed to retest *once* during that application year and only after completion of the required developmental course(s) appropriate to the student's initial test scores. Students must retake the Reading Placement Test and attain the established admission score. Retesting in Writing, Math, and Algebra is optional. Those students needing to retest should contact the Director of Admissions to schedule the test.

### **The Application Review Process**

Admission into the Nursing Programs is based on a point system. Points will be awarded for admission testing and other criteria. Using a formula that assigns numerical values to specific criteria, all applicants will be ranked. Acceptance into the ADN or PNE programs will be based upon the *highest cumulative* scores.

### **Point System for Associate Degree Nursing/Practical Nursing Applicants:**

- 1. Points for General Admission Testing.** All applicants will be required to complete the college's placement examination within three years prior to their formal admission to into the program. *Note: Only the following tests will be used in the nursing evaluation process: ASSET/COMPASS PLACEMENT TEST, AMERICAN COLLEGE TESTING, AND SCHOLASTIC APTITUDE TEST.*
- 2. Points for High School Course Work.** Applicants will be awarded **one point** for each prerequisite course (*Chemistry, Biology, Algebra and Nurse Assistant*) taken in high school or in post high school within the *past ten years*. To be awarded points, applicants must achieve a grade of "C" or better in the course(s).
- 3. Points for College Course Work.** Applicants who have completed **nine** or more hours of ADN curriculum course work or **six** or more hours of PNE curriculum course work will be awarded points for admission based upon the grades received. For purposes of this computation, the GPA will be calculated based on all related courses attempted within the curriculum. **Note:** *Developmental course work is excluded from this computation of points.*

In case of a tie, the earliest date of application will be used to select applicants for admission to the program. Applications from previous years in which the applicant met minimum qualifications will be considered as the earliest date.

### **Advanced Placement (Transition to the Associate Degree Nursing)**

Licensed Practical Nurses may be granted advanced placement into the second year of the Associate Degree Nursing program under the following conditions:

1. Candidates must show evidence of current North Carolina licensure to practice as an LPN.
2. Candidates must show evidence of successful employment experience if applicable. *A letter of reference or an evaluation from your current employer will be adequate.*

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3. Candidates must satisfy the current admission requirement into Sampson Community College's Associate Degree Nursing program.
  - Complete an application to the college.
  - Submit official transcripts from *all* previous schools attended.
  - Submit high school transcript to the Admissions Office, if not already on file in the Admissions Office.
4. Complete all first year related course work for the Associate Degree Nursing program with a cumulative GPA of 2.00 or above. Preference will be given to students who have completed all related courses with a GPA of 2.50 or better. Refer to the Associate Nursing program brochure for a list of related courses.
5. Submit a letter of request to the Chairperson of Nursing before December 1 requesting advanced placement.
6. Contact the Chairperson of Nursing programs to schedule an informational interview.
7. Complete an SCC Health History and Physical Examination Form (supplied by the college), including the practitioner's examination section. Provide documentation of current immunizations, including a tetanus booster within the past 10 years, an acceptable Hepatitis B titer, and evidence of Rubella immunization. Documentation of a negative screen for tuberculosis (skin test or chest x-ray) within the past 12 months is also required.

### **Validation and Transfer**

In addition to general admission requirements, students requesting admission to the Associate Degree Nursing program will be required to validate their nursing knowledge and skills through a comprehensive examination administered by Sampson Community College Nursing Faculty. Students must make a minimum grade of 80 on the comprehensive examination to be eligible for advanced placement.

The following nursing skills must be passed with 100 percent mastery:

- a. Vital signs (temperature, pulse, respiration, and blood pressure).
- b. Urinary catheterization.

- c. Charting (standard and problem orientated medical records).
- d. Medications (oral and parenteral).
- e. Intravenous management.
- f. Sterile dressing change.
- g. Sterile gloving.

Advanced placement in the Associate Degree Nursing program is a competitive process based on available spaces in the Associate Degree Nursing program.

### RESIDENCY

To qualify for in-state tuition, a legal resident must have maintained his domicile in North Carolina for at least twelve months immediately prior to his or her classification as a resident. In order to be eligible for such classification, the individual must establish that his or her presence in the state during such twelve-month period was for the purpose of maintaining a bonafide domicile rather than for the purpose of mere temporary residence incident to enrollment in an institution of high education; further; (1) if the parent(s) (or court-appointed legal guardian) of the individual seeking resident classification is (are) bonafide domiciliaries of this state, this fact shall be prima facie evidence of domiciliary status of the individual applicant (2) if such parents or guardian are not bonafide domiciliaries of this state, this fact shall be prima facie evidence of non-domiciliary status of the individual. Regulations concerning the classification of students by residence for purposes of applicable tuition differentials are set forth in detail in A Manual to Assist the Public Higher Education Institutions of North Carolina in the Matter of Student Residence Classification for Tuition Purposes. Each enrolled student is responsible for knowing the contents of the manual, which is the controlling administrative statement of policy on this subject. COPIES OF THE MANUAL ARE AVAILABLE IN THE ADMISSIONS OFFICE FOR STUDENTS' INSPECTION.

**NOTE:** Residency requirements are established by the Legislature and are subject to change without notice.