

# **WEST VIRGINIA STATE UNIVERSITY BOARD OF GOVERNORS**

## **West Virginia State University**

### **BOG Policy #34**

**Title: Standards and Procedures for Undergraduate Admissions**

#### **Section 1. General**

1.1 Scope: Tills policy establishes standards and procedures for undergraduate admissions at West Virginia State.

1.2 Authority: West Virginia Codes §18B-1-1A and 18B-1-4.

1.3 Repeals and replaces Title 133, Series 23

1.4 Effective Date:

#### **Section 2. Statement of Principles**

2.1 It is the intent of the West Virginia State University Board of Governors that West Virginia residents shall have access to higher educational opportunities commensurate with their interests and abilities. Working toward this end, the Board continues to encourage the development of academic programs and flexible time-space options which allow citizens throughout West Virginia to develop to the fullest their capabilities for work and fulfillment of life. It is further the intent of the Board that admissions policies at West Virginia State should foster the attainment of these broad goals of access to the highest extent possible within the limits of available educational programs and resources.

2.2 In recognition of the diverse educational programs offered by the different public colleges and universities and the varying kinds of preparation necessary for successful entry into them, the West Virginia Higher Education Policy Commission considers it appropriate to establish basic statewide guidelines and standards. Accordingly, the HEPC has identified certain basic policies and provisions around which specific institutional admissions policies and practices are to be developed.

### **Section 3. Basic Admissions Standards**

3.1 As a means of ensuring a reasonable chance of success in the educational programs for which students seek admission and of making the most productive use of federal, state and community resources, the admissions policies of West Virginia State shall incorporate the following basic standards:

#### **3.2 Not Applicable Due to Community and Technical College Separation**

**3.3 For the Bachelor's Degree Programs.** Students who meet General Educational Development (GED) requirements or have a high school diploma and overall grade-point average (GPA) of at least 2.0, or a composite score of at least 17 on the ACT (effective August, 2008, an 18 and a 2.0 GPA) may be admitted on a regular admission basis to West Virginia State's bachelor's degree programs. Students will normally be expected to sit for the ACT. However, in instances where students have taken the Scholastic Aptitude Test (SAT), these scores may be substituted for the ACT. SAT scores will be converted to ACT equivalents by using an appropriate conversion chart. These students will not be required to take the ACT at a later time;

3.3.1 Conditional admission may be granted in instances where GPA or ACT standards are not met and institutional officials have evidence that the student has the potential to successfully complete college-level work;

3.3.1.1 If freshman placement standards require, developmental work must be completed prior to enrolling in the corresponding college-level courses.

3.3.1.2 Students must complete the provisions of their conditional admission within the first three semesters of enrollment.

3.3.1.3 Conditionally-admitted students must achieve a minimum of 2.00 GPA in at least twelve graded hours.

3.3.1.4 When all admission standards have been met, conditional status will be removed and the student will become a regular admission student.

3.3.2 In addition to GPA and ACT requirements, students must successfully complete the following minimum academic core unit requirements (effective August 2008) prior to admission:

Required Units (Years)

4 English (including courses in grammar, composition, literature);

3 Social Studies (including U.S. History);

4 Mathematics- (Algebra I and at least one higher unit);

3 Science (Two of the three units must be laboratory science. At least two units from Coordinated and Thematic Science 10, Biology, Chemistry, Physics and other courses with a strong laboratory science orientation).

1 Arts

2 Foreign Language (Two units of the same foreign language.

## **Elective Units**

Remaining Units-- It is recommended that the remaining elective units be chosen from the academic core (English/language arts, mathematics, science, social studies) or subjects such as computer science, fine arts, humanities, and typing or keyboarding.

3.3.3 West Virginia State is authorized to employ the following exemptions to the above unit requirements:

3.3.3.1 To waive the college preparatory curricular requirements for regular admission for not more than five percent (5%) of freshmen students who graduated from high school within five (5) years of the date of enrollment (five percent (5%) based upon enrollment of first-time freshmen entering the institution in the fall term of the previous year);

3.3.3.2 Applicants for admission who have been out of high school for more than five (5) years or who meet Board of Governors established GED requirements may be exempted from the specified high school curricular requirements at the discretion of the University.

3.3.3.3 Non-resident applicants for admission who graduate from high schools not requiring the minimum number of units for high school graduation listed in Section 3.3.3 (effective August 2008) and non-resident applicants who have not completed the ACT writing assessment may be exempted from the resident curricular requirements at the discretion of the individual institution.

3.3.4 The academic performance of students admitted under one of the above exemptions or on a conditional basis must be evaluated at the conclusion of each semester. To continue, such students must be in good academic standing according to institutional standards as stated in the University Catalog for regularly-admitted students. Neither regular nor conditional admission shall ensure the entry of applicants into specific programs.

### 3.3.5 Recommended College Preparatory Curriculum.

Numerous studies confirm that the best predictor of success in college is the rigor of the high school curriculum. Students who complete a demanding core curriculum in high school perform better in college than those who do not. They score higher on standardized college entrance exams; they earn better grades in college; and they are more likely to graduate with a bachelor's degree. Based on studies conducted by the U.S. Department of Education, the Southern Regional Education Board, ACT, and the College Board, a rigorous high school core curriculum is recommended for all students seeking regular college admission. This curriculum includes at a minimum:

- Four units of English (including courses in grammar, composition and literature which have strong writing components);
- Three units of mathematics (Algebra I and higher);
- Three units of history and social studies;
- Three units of laboratory science;
- Two units of foreign language.

3.4 Transfer Students. Students seeking transfer admission to a state college or university must be academically eligible to return to the institution from which they wish to transfer. Students seeking transfer admission or readmission to a community college or community college division must meet the institution's basic admission standards. Students attending community colleges or community college divisions who are seeking to transfer into a four-(4) year program must meet the regular institutional criteria for transfer admission.

3.4.1 Students under disciplinary sanction at a West Virginia public college or university at the time of the application for transfer admission are also subject to other applicable rules of West Virginia State.

3.5 Non-Degree Students. An institution may admit students on a non-degree basis. By definition, such students are not seeking and/or not eligible to pursue a certificate or degree at West Virginia State.

3.6 It should be noted that the basic standards contained in this section are based upon current levels of funding. Should financial resources be limited, it may be necessary to establish additional standards and/or accept only those qualified students applying by a specified date.

## **Section 4. Institutional Admissions Procedures**

4.1 High school transcripts are required to be on file for each incoming freshman who is registered in an undergraduate certificate or degree program and who has graduated from high school within five years. Such transcripts shall be on file with the institution prior to the end of the first semester of the student's attendance.

4.2 Students who desire to enroll on a degree-seeking basis at West Virginia State and who do not meet the GED requirements or have a high school diploma and an overall grade point average of at least 2.0 must submit ACT or SAT scores prior to admission.

4.3 In accordance with Section 3.3, students who substitute SAT scores for ACT scores will not be required to take the ACT at a later time.

4.4 For degree-seeking state college students who do meet the GED requirements or high school grade point average, and students admitted on a degree-seeking basis the Community and Technical College must submit ACT or SAT scores prior to their second semester of enrollment.

4.5 All students who have graduated from high school or completed GED requirements more than five years prior to seeking admission to the Community and Technical College may have the requirement for ACT or SAT scores waived at the College's discretion.

4.6 Transfer students must supply West Virginia State with official transcripts reflecting all previous college work prior to admission.

4.7 In addition to the above, colleges may use, but shall not be limited to the use of, the following information in determining admission to institutions and/or institutional programs:

4.7.1 Records of traditional academic performance relative to the specific educational program to which the student seeks entry;

4.7.2 Record of nontraditional learning experiences;

4.7.3 Standardized examinations relative to the requirements of the program to which the student seeks entry;

4.7.4 College equivalency examinations such as the College Level Examination Program (CLEP) and the Proficiency Examination Program (PEP); also, special preparatory programs such as the Advanced Placement Program of the College Entrance Examination Board Program; and

4.7.5 Recommendations and reports of interviews.

4.8 Health records may be required after admission into West Virginia State;

4.8.1 Immunization records are to be submitted at the time of initial enrollment in accordance with the institution's applicable policy.

## **Section 5. Institutional Admissions Policies**

5.1 Institutional admissions policies shall be comprehensive and stated in specific terms and shall include the general admissions requirements of the institution, as well as additional requirement for entry into specific programs.

5.2 All institutional admissions policies shall be submitted to the Board of Governors for evaluation in terms of their compatibility with stated Board policies, institutional goals, and available educational programs and resources;

5.2.1 Any amendments to admission policies shall be submitted to the Board prior to their actual implementation at the institutional level.

5.3 All institutional admissions policies shall be consistent with existing Board of Governors policies and applicable State and Federal regulations regarding nondiscrimination.

5.4 Subject to Board of Governors approval, the institution may establish admission standards more rigorous than those established by this policy for admission into specific programs.

## **Section 6. Implementation Date**

6.1 The high school GPA and the ACT/SAT I test score requirements in section 3.3 and the successful completion of high school unit requirements listed in section 3.3.3 and related exemptions outlined in Section 3 shall be effective no later than the fall of 2008. The requirement for inclusion of the writing assessments in the ACT and SAT I exams for students submitting ACT or SAT I scores shall be effective with the

fall 2006 semester. The effective date of all other provisions of this policy will be sixty (60) days after the date of filing with the West Virginia Secretary of State's Office.