

DAVIDSON-DAVIE COMMUNITY COLLEGE

Students

GENERAL ADMISSIONS PROCEDURES

PROCEDURE 5.1.1.1

Admission to the College does not guarantee immediate acceptance to the curriculum program desired by the applicant. Admission to certain programs may have additional specific entrance requirements. Students may have to complete basic skills or requisite courses before being accepted into their desired academic curriculum program.

The Director, Recruitment & Admissions, administers all admissions requirements and enforces all College admission policies and procedures.

I. Curriculum Programs

A. Certificate, Diploma and Degree Seeking Applicants

For curriculum certificate, diploma and degree seeking applicants, all applicants must:

1. Submit a completed application for admission.
2. Demonstrate readiness for college level courses.
3. Official transcripts from any previously attended institution of higher education are required for transfer credit to be awarded.
4. Returning students who are eligible for readmission and who have not been enrolled at the College for two (2) consecutive academic semesters must update the admission's application and residency classification prior to registration. The student is required to meet the curriculum requirements in effect at the time of readmission according to the current College catalog.

Students who have been placed on academic or disciplinary suspension must fulfill the terms of their suspension before being considered for readmission. Students on disciplinary suspension must also submit a letter and any supporting documentation to the Student Conduct Officer requesting readmission. Students readmitted to the College after suspension will automatically be placed on probation for a period of one semester.

B. Non-Degree Seeking Applicants

Non-degree seeking students are those students who enroll in one or more courses but do not desire to graduate from the College. The student may register for any course which is open to all students and does not require a requisite. However, if a student plans to register for a course that requires a requisite course, the student must demonstrate competence for that course. Students may not register for courses in a program that has a waiting list or restricted admission (such as nursing).

Non-degree seeking students are not eligible for financial aid or veterans benefits nor are they permitted to earn any degree, diploma or certificate awarded by the College.

II. Continuing Education Programs

For applicants seeking admission to a continuing education program, all applicants must complete the College's continuing education registration process and pay the applicable tuition and institutional fees.

Adopted: April, 2020