

## **Policy 3.4 Admission**

### **Part 1. Policy Statement**

Inver Hills Community College considers all applicants for admission regardless of race, sex, color, creed, religion, age, national origin, disability, marital status, status with regard to public assistance, sexual orientation, or gender identity. The college follows an open access admission policy, which means that any person who has graduated from an accredited high school, successfully completed a General Educational Diploma (GED) examination, or who are 15 years of age or older and can demonstrate an Ability to Benefit is eligible for admission. Applicants under the age of 15 may be admitted with permission of the Vice President of Student Affairs or the Dean of Retention and Student Success.

A lack of English language skills is not a barrier to admissions at Inver Hills Community College. English language learners may be referred to the English for Academic Purposes program. Admission to the College does not automatically qualify a student for all college-level courses and programs. Some career and transfer programs may also require specific prerequisites or additional requirements.

### **Part 2. Definitions**

#### **Subpart A. Admission**

Admission means a student's initial entrance into a Minnesota state college or university as a candidate for a certificate, diploma, or degree.

#### **Subpart B. Transfer Student**

A degree seeking student whose academic record requires the evaluation of course(s) and credit(s) awarded by a college, university, or other education provider and the application of those credits toward an academic program and/or degree requirement(s) to the college.

#### **Subpart C. International Student**

International student means a student who is required to be registered under the federal Student and Exchange Visitor Information System (SEVIS) as an F-1 student visa holder. Other accepted visa types could seek admission on a limited-term basis, though required documents vary: please contact the Admissions office at 651-450-3902 for questions around visa types, change of status, and the international student admissions and enrollment process.

#### **Subpart D. Non-Degree Seeking Student**

A student who is not seeking a degree or certificate at the college. Non-degree seeking students are not eligible for financial aid.

#### **Subpart E. Visiting Student**

A student who is not admitted to the college, but has registered for courses by creating an e-Services account, or through their e-Services account at another Minnesota state institution. Visiting students should discuss financial aid, if applicable, with their home institution.

**Subpart F. Ability to Benefit**

Basis on which a student without a high school diploma, a recognized equivalent, or a General Education Diploma (GED) may qualify for admission to the college. The placement test is the approved Ability to Benefit test at Inver Hills Community College. Students admitted through the Ability to Benefit provision are not eligible to receive federal financial aid.

**Subpart G. Post-Secondary Enrollment (PSEO) Student**

Qualified high school sophomores, juniors, and seniors in Minnesota are eligible to attend Inver Hills Community College through the Post-Secondary Enrollment Options (PSEO) Program. PSEO students are eligible to enroll in fall and/or spring semesters. High school sophomores may be allowed to take career or technical education courses. Before registration each semester, students must submit a completed Notice of Student Registration form to the college. PSEO students may contact the Enrollment Center at 651-450-3503 for specific admission requirements and for more information about the program.

**Subpart H. Senior Citizen**

Senior citizens who are Minnesota residents and 62 years of age or older may register for credit courses on a space available basis, beginning the second day of the term. The cost to senior citizens is \$20 per credit. All fees are applicable to senior citizens except the student activity fee. Minnesota senior citizens may audit a course at no charge on a space available basis. Senior citizens who register for any courses prior to the second day of the term are required to pay full tuition and fees for all of their courses.

**Related Documents:**

- Inver Hills Community College Undergraduate Admissions Procedure 3.4.1
- Inver Hills Community College Senior Citizen Registration Policy 3.41
- Minnesota State Undergraduate Admissions Policy 3.4
- Minnesota State Admissions Procedure 3.4.1
- Minnesota State Post-Secondary Enrollment Options Program Policy 3.5
- Minnesota State Post-Secondary Enrollment Options Program Procedure 3.5.1

**Responsible Administrator:** Vice President of Student Affairs

**Policy History:**

Date of Adoption: 08/2011

Last Revision date: 11/20/2017

Date most recent policy revisions go into effect: 07/01/2020

2020: Substantive changes were made to Part 3 of the policy, the testing processes and procedures, primarily in light of the system-wide implementation of a new testing platform and multiple measures. Internal practices need to be adjusted to align with MN-State Procedure 3.3.1, Assessment for Course Placement. Changes to the international admissions' portion of the document, including: criterion for admissions consideration; flexibility in admissions' consideration of students seeking admission under visa types other than F-1; and broadening consideration and increased flexibility of supplemental documents when possible (especially given the open-access nature of our institution).

8/21/2017: In Part 1 Policy Statement added language regarding applicants under the age of 15 years. Faculty Shared Governance notification 9/26/2017. Comment period October 23 through November 7, 2017. Student Senate Review 11/9/2017. Policy Oversight Team review 11/20/2017. Strategic Leadership Council approval 2/16/2018.

10/13/2016: Policy Committee Review Fall 2015 through Spring 2016. Academic Council review 11/19/2015. Faculty Shared Governance notification 3/22/2016. Comment period September 1-15, 2016. Strategic Leadership Council approval 10/17/2016. Separated current admissions policy into separate policy and procedure documents; Added related documents section to both policy and procedure; Updated web links throughout policy and procedure; Aligned non-discrimination sentence in Policy with updated and expanded MnSCU policy language; Added definitions section to policy; Reordered Parts in procedure; Changed application deadline language in procedure; Added Concurrent Enrollment Part in procedure; Added PSEO app deadline language in procedure; Moved new student orientation language to under Part 1. Regular Admission in procedure; Updated ACT scores to be correct in procedure; Updated campus contact information in procedure; Created new Part for Application Fee Waiver in procedure. Previously this was a separate policy at IHCC. Changed to new policy template.

2009 – Review date, details not available