

## Provisional Admission

The Office of Undergraduate Admissions, part of the Calumet College of St. Joseph Enrollment Management, provides centralized services for current and prospective applicants. Prior to admission to CCSJ, all communication between the college and prospective student originates from this office. The following delineates the provisional admission policy for prospective undergraduate degree seeking students (Traditional, Transfer and International).

### Traditional Undergraduate

Traditional undergraduate applicants (first-year) students, are required to provide official high school transcripts to the Office of Admissions. Students with a cumulative grade point average below 2.0 may be admitted provisionally and expected to complete the following prior to and during their first academic semester:

- Take Accuplacer Reading and Mathematics
  - If math scores are within the range of 236-252, students will be required to:
    - Attend Math Jumpstart and meet with Director of Student Success Center to plan regularly scheduled tutoring and/or supplemental instruction
  - If reading scores are below 230, students will be required to:
    - Meet with Director of Student Success Center to plan regularly scheduled tutoring and/or supplemental instruction, including writing reviews
- Meet with the Office of Academic Advising staff to develop an individualized academic plan
- Meet with the Director of First-Year Experience to complete a needs assessment to determine additional services needed to ensure student is able to excel academically

In the case of a student having below the 2.0 cumulative high school grade point average and ACT/SAT Math scores above 22 and 530 respectively, or English scores above 18 and 480 respectively, the student **will not** be required to take ACCUPLACER. In this instance student will be:

- Provisionally admitted
- Expected to complete all provisional admit requirements outlined above during their first academic year
- Enrolled in English 103 and Math 104, 110, or 171 if and when available, during their first semester

### Transfer

Transfer applicants are required to provide official transcripts for post-secondary work completed at all institutions. If students' cumulative grade point average is below 2.0, they may be admitted provisionally for the semester which they applied for admittance. If the student has not taken and/or passed the required Math and English student will be required to:

- Take Accuplacer Reading and Mathematics

- If math scores are within the range of 236-261 student will be required to:
  - Attend Math Jumpstart
- If reading scores are below 230 students will be required to:
  - Meet weekly with Supplemental Instruction for writing assignment review
- Meet with Director of the Student Success Center to plan regularly scheduled one on one math and writing center appointments
- Meet with the Office of Academic Advising staff to develop an individualized academic plan
- Meet with the Director of First-year Experience to complete a needs assessment to determine additional services needed to ensure student is able to excel academically