

# ADMISSION POLICIES

## Community College Admission-General Policy

### *Board of Regents Handbook, Title 4, Chapter 16, Section 18*

1. In the admission of students, community colleges shall not discriminate on the basis of a person's age, disability, ethnicity, gender, national origin, race, color, religion, sexual orientation, or gender identity or expression. As used in this section:
  - a. "Race" includes traits associated with race, including without limitation, hair texture and protective hairstyles.
  - b. "Protective hairstyle" includes, without limitation, hairstyles such as natural hairstyles, afros, bantu knots, curls, braids, locks and twists.
2. All applicants must qualify for admission by satisfying at least one of the following:
  - a. A graduate of a high school or its equivalent; or
  - b. A qualified international student.
3. An applicant who is seeking to attain a high school diploma or its recognized equivalent and a degree or certificate simultaneously may be admitted. An applicant who is subject to compulsory high school attendance under NRS Chapter 392 is not eligible for admission under this Subsection.
4. A student who does not meet the community college requirements for admission established in subsection 2 may apply to be admitted under alternate criteria or test scores that demonstrate college readiness. Each college shall establish procedures and requirements for such alternate admission.
5. When admitting a student, the institution may consider the student's standing at a previously attended institution, including, but not limited to, records of disciplinary action.
6. All applicants for admission shall complete such tests, furnish such information, and meet such deadlines as required by the regulations published in the admissions sections of the catalog governing the semester of initial enrollment. The initial semester of enrollment shall be considered the date of matriculation except where otherwise defined by the institution.
7. Admission to an NSHE community college implies general admission to the College only and does not constitute admission to a specific curriculum or courses that may require additional admission criteria, as published in the College catalog governing the semester of initial enrollment.
8. Programs designed as limited entry require fulfillment of selective admissions criteria as contained in the institutional catalog and other appropriate college documents. Continuation in selective admissions programs is likewise contingent upon fulfillment of conditions specified by the institution and contained in official institutional documents.

## Admission Criteria for Students Less Than 18 Years Old

Student(s) under 18 years old can be considered for special admission to TMCC's Jump Start Program.

High School students levels Freshmen through Seniors are eligible to request enrollment to college classes. All class prerequisites must be met.

High school students and their legal guardians agree to and must follow the Jump Start Student Roles and Responsibilities (<https://www.tmcc.edu/jump-start-program/student-roles-and-responsibilities/>).

Academic freedom is practiced at TMCC and allows faculty and students to pursue whatever inquiry they feel is important in the classroom without fear of censorship. In a college environment, students may encounter adult language and images, different philosophical viewpoints, and belief systems.

Once admitted to a college class, the student should be the only point of contact with college instructors.

Students pay for all costs of college enrollment, including the application fee, class fees, and textbook costs.

Students seeking admission to the TMCC High School (<https://www.washoeschools.net/tmcchs/>) can contact 775-674-7660 for information.

## TMCC Jump Start Dual Credit Program

To enroll in college classes high school students must complete the required Jump Start Steps to Enroll (<https://www.tmcc.edu/steps-to-enroll/high-school/jump-start/>).

Most high school students have an 'under 18 hold' on their account. Students should complete a Permission to Enroll form (<https://www.tmcc.edu/steps-to-enroll/high-school/jump-start/permission-to-enroll/>) every semester to request class enrollment. Legal guardian and high school counselor consent are required. Permission to Enroll forms (<https://www.tmcc.edu/steps-to-enroll/high-school/jump-start/permission-to-enroll/>) should be submitted every semester to [dualcredit@tmcc.edu](mailto:dualcredit@tmcc.edu)

Once admitted to a college class, the student should be the only point of contact with college instructors.

Students are responsible for following and understanding all college dates and deadlines (<https://www.tmcc.edu/admissions/dates-and-deadlines/>). Students must contact the Jump Start Program (<https://www.tmcc.edu/jump-start-program/contact/>) 3-5 business days in advance of any deadline to request class enrollment (add/drop) assistance or program information.

The Disability Resource Center (DRC) (<https://www.tmcc.edu/disability-resource-center/>) can help dual-enrolled students request reasonable accommodations and services to make their college experience a successful one.

Only high school students are eligible for dual credit.

## Students Excused from Compulsory Attendance (Home Schooled)

TMCC welcomes home schooled students to take classes with the Jump Start program. Home schooled students will need to provide a letter from the school district stating they have been excused from compulsory attendance and proof of level of education (grade level). The letter can be submitted with the Permission to Enroll form (<https://www.tmcc.edu/>)

steps-to-enroll/high-school/jump-start/permission-to-enroll/) every semester.

## Special Admissions

Students who do not qualify for any of the above programs or who have special circumstances can be considered for admission on a case-by-case basis by presenting grades, test scores, courses taken, recommendations and other supporting documents to the Jump Start program.

## TMCC High School

TMCC High School students must follow the admissions procedure and complete the admission form. For more information, contact TMCC High School (<https://www.washoeschools.net/tmcchs/>) at 775-674-7660.

## Community College Admission of International Students

*Board of Regents Handbook, Title 4, Chapter 16, Section 19*

To qualify for admission to a community college, an international student must satisfy the following conditions:

1. Official evidence of an educational level equivalent to graduation from an accredited United States high school;
  - a. Official transcripts of permanent academic records (must be in English). Applicants should have their transcripts certified or notarized by an appropriate official prior to submitting them for evaluation.
2. Competency in the English language as defined in the College catalog governing the semester of initial enrollment; and
  - a. Students who speak English as a second language should be able to demonstrate English preparedness for college classes by having completed one of the following:
    - I. Recommendation for academic study from University Writing and Speaking Center (UWSC) at UNR or,
    - II. International TOEFL score of at least 61 (iBT) or 500 (PBT). (Institution code: 4960).
    - III. Completion of ENG 113 or ENG 101 (or equivalent) at a U.S. college or university.
    - IV. Passing scores in the reading and writing sections of the U.S. high school proficiency examinations.
    - V. International English Language Testing System (IELTS - must be academic version) with an equivalency score of 6.
    - VI. Scholastic Aptitude Test (SAT) score of 440 or higher on the Critical Reading (formerly Verbal) section. College Board Code: 1096.
    - VII. American College Testing (ACT) score of 18 or higher. College Code: 2499.

Exemption: Students coming from the following English-speaking countries are exempt from the English language testing requirements: Antigua & Barbuda, Australia, The Bahamas, Barbados, Belize, British Guyana, Botswana, Cameroon, Canada (except for Quebec), Eritrea, Fiji, Gambia, Ghana, Grenada, Guyana, India, Ireland, Jamaica, Kenya, Kiribati, Lesotho, Liberia, Malawi, Mauritius, Micronesia, Namibia, New Zealand, Nigeria, Philippines, Rwanda, Sierra Leone, Singapore, South Africa, St. Kitts & Nevis, St. Vincent

& Grenadines, Swaziland, Trinidad & Tobago, Wales, United Kingdom, and Zambia.

VIII. Additional criteria can be found - Steps to Enroll: International Students (<https://www.tmcc.edu/steps-to-enroll/international/>)

- b. International students admitted into the country on an I-20 from TMCC must be enrolled in the College as a full-time student (a minimum of 12 credit hours) until they complete their full course of study or transfer to another institution and meet the progression standards. (<http://catalog.tmcc.edu/rules-regulations/progression-standards-f1-international-students-tmcc-i-20/>)
3. Evidence of sufficient financial support as defined in the College catalog governing the semester of initial enrollment. Admission to TMCC implies general admission to the College only and does not constitute admission to a specific curriculum or courses which may require additional admission criteria.