

Admissions

Admissions Requirements and Procedures

Wayne Community College subscribes to the "open door" policy as set by the North Carolina Community College System. The College will admit all applicants who are high school graduates or equivalent (GED) or eighteen years old or older to some appropriate program. Admission may be directly to a curriculum program or to a program designed to remove any educational deficiencies. High school graduation or equivalent (GED) is required for admissions to all associate degree programs. Non-graduates may be admitted to diploma or certificate programs with approval of the appropriate division head. The College serves all students regardless of race, color, sex, creed, national origin, age, or disability.

Persons wishing to apply for admission to a curriculum program should contact the Office of Admissions and Records, 919-735-5151, for necessary forms and interview appointments. The following items are generally required for all curriculum programs:

1. Application
2. High school transcript
3. GED certification and scores, if high school equivalent
4. Official college transcripts of all previous work (if transfer student)
5. Residence status application
6. Placement test
7. Counselor interview

Placement Testing

The ASSET and COMPASS Placement Service by the American College Testing Program (ACT) is administered on campus to all applicants of all programs. This battery consists of tests designed to measure reading, English, and mathematical skills. The results of these tests are used to assist the student and college personnel in planning an appropriate program of study for each student. Students scoring in ENG 080, Writing Fundamentals or RED 080, Introduction to College Reading will be required to take ACA 118, College Study Skills. Testing sessions are scheduled throughout each semester, and applicants are scheduled in advance for a test date.

The ASSET or COMPASS placement test for distance education students can be taken at most North Carolina community colleges and many out-of-state colleges. Distance education students with an associate degree or higher, or appropriate college credit, may be exempt from taking the placement test. Contact the Office of Admission and Records at (919) 735-5151 or by e-mail: msm@waynecc.edu

Retest Policy

Students may test twice in a six-month period. Students are encouraged to seek remediation before retesting. After the second test, students must wait six months and submit proof of remediation before testing a third time. After the third test, a student must wait one year before testing again. Any scores sent from another school will count in this policy.

In an effort to ensure that proper placement is maintained, test scores must be less than three years old. If an applicant/student has placement scores more than three years old and has not completed the appropriate reading, English, or math courses, he/she will be required to retest.

Criminal Records, Drug Testing and Health Screening

Affiliating agencies used by selected programs may require students to submit to criminal background checks, drug testing and/or health screening prior to or during participation in class, lab, clinical, or co-op experiences at their site. Students should be aware that progress toward graduation may be limited by any inability to meet the agency requirements for student placement.

Limited Admission Programs (Health Occupations)

Students seeking admission to limited admission programs must complete a separate application and meet additional admissions requirements and specific application dates. The following programs are limited in the number of students who may be admitted each year:

- Associate Degree Nursing (Registered Nursing)
- Practical Nursing
- Dental Assisting
- Dental Hygiene
- Medical Assisting
- Phlebotomy
- Surgical Technology

Dental Assisting and Dental Hygiene

The additional requirements for admission to the Dental Assisting and Dental Hygiene programs are:

- A. Achieve minimally acceptable scores on the ASSET and/or COMPASS Placement Service:
- | Dental Assisting | | Dental Hygiene | |
|-------------------|---------------|-------------------|---------------|
| ASSET | COMPASS | ASSET | COMPASS |
| 1. Reading - 42 | 80 | 1. Reading - 42 | 80 |
| 2. Writing - 44 | 71 | 2. Writing - 44 | 71 |
| 3. Numerical - 41 | 44 | 3. Numerical - 42 | 50 |
| | (pre algebra) | | (pre algebra) |
| | | 4. Algebra* | |
| | | Elementary | 42 Algebra 37 |
| | | OR | |
| | | Intermediate | 36 |
| | | Algebra | |

*Students may satisfy Algebra placement test requirement by completion of MAT 070 with the grade of C or higher. (An applicant who fails to meet the minimum placement test requirements after three attempts will not be considered for admission in either of the Dental programs for a period of one year. The one-year waiting period begins with the last date of testing.) Candidates for admission into dental programs for Fall 2004 should be aware that ASSET and COMPASS placement test results will not be acceptable if over 3 years old.

- B. **(DENTAL HYGIENE ONLY)** Complete the **ACT Assessment Test**. Registration information can be obtained from the Office of Student Development Services at Wayne Community College, area high school guidance counselors or from ACT (Telephone 319-337-1270 or online at www.act.org). Previous ACT scores (taken within the last 5 years) from other institutions may be reported to Wayne Community College (**College Code # 3171**). These scores must be sent to Wayne Community College directly from ACT. Copies or reproductions of test reports are not acceptable. **The Office of Admissions and Records must receive ACT scores prior to the application deadline date.**

relevant course credits, providing flexible academic residency requirements, and crediting learning from appropriate military training and experience. SOC has been developed jointly by educational representatives of each of the Armed Services, the office of the Secretary of Defense, and a consortium of thirteen leading national higher education associations; it is sponsored by the American Association of State Colleges and Universities (AASCU) and the American Association of Community Colleges (AACCC).

Readmission

Students who have withdrawn in good standing and/or who have not enrolled for a period of five years or more must request readmission status through the Office of Admissions and Records. Students who have not been active for a period of two years will need to have a new or reassigned advisor. Normally, new copies of previous academic transcripts and placement tests are not required. Applicants for readmission to limited admission programs must follow regular admissions procedures for those programs. Students who have been suspended for academic or disciplinary reasons may request readmission after the term of suspension has expired. These students will be required to consult with their academic advisor (for academic suspension) and the Associate Vice President for Student Development Services or the director of Counseling Services (for disciplinary suspension) prior to registration.

The following items must be completed by the applicant for readmission:

1. Application for readmission.
2. Residence status application.
3. Interview with counselor.
4. Any other items currently required of new students that were not required of the applicant at his initial enrollment.

Applicants for readmission to limited admission programs must follow regular admissions procedures for those programs.

Catalog of Record

A student who is in continuous attendance may graduate under the provisions of the catalog in effect on his date of entry or he has the option of choosing the requirements of a subsequently revised issue. A student who is not in continuous attendance must graduate under provisions of the catalog in effect on his last re-entry date, or a subsequent issue.

Foreign Student Policy

Wayne Community College is not approved for attendance of non-immigrant students with F, J, or M visas. Students with other visas will be reviewed on an individual basis.

Expenses

Tuition Per Semester

	In-State	Out-of-State
TUITION	\$608.00	\$3,376.00
FEES	16.00	16.00
TOTAL	\$624.00	\$3,392.00

Tuition for students taking fewer than 16 semester hours is \$38.00 per semester hour for in-state students and \$211.00 per semester hour

for out-of-state students. Part-time students enrolled for six or more semester hours credit will be charged a \$16 student activity fee; those enrolled for less than six semester hours will be charged a \$8 fee. No student activity will be charged during the Summer Term.

Note

Tuition is set by State Policy and subject to change without notice.

Residence Classification for Tuition Purposes

Under North Carolina law, a person may qualify as a resident for tuition purposes in North Carolina, thereby being eligible for a tuition rate lower than that for nonresidents. Copies of the applicable law and of regulations for implementation are available for inspection in the Learning Resource Center and may be examined upon request.

In essence, the controlling North Carolina Statute (G.S. 116-143.1) requires that "to qualify as a resident for tuition purposes, a person must have established legal residence (domicile) in North Carolina and maintained that legal residence for at least 12 months immediately prior to his or her classification as a resident for tuition purposes."

Payment of Fees

1. Tuition and fees for each semester are payable on or before the date of registration. Any student who is unable to make payment at that time must make a special arrangement with the Financial Aid Office.
2. A student who has an outstanding balance due to the College is not eligible for registration. This includes any outstanding balance at another institution of the community college system.
3. No student will be allowed to graduate or to receive a diploma, certificate, or transcript of his record, nor will any information concerning his record be forwarded to any other institution or other person, so long as the delinquent account is outstanding.

Refunds

Tuition Refund Policy - Curriculum Students

Effective Fall 1994-95, a refund shall not be made except under the following circumstances:

- * A 100 percent refund shall be made if the student officially withdraws prior to first day of class(es) of the academic semester as noted in the college calendar. Also, a student is eligible for a 100 percent refund if the class in which the student is officially registered fails to "make" due to insufficient enrollment.
- * A 75 percent refund shall be made if the student officially withdraws from the class(es) prior to or on the official 10 percent point of the semester.
- * For classes beginning at times other than the first week (seven calendar days) of the semester, a 100 percent refund shall be made if the student officially withdraws from the class prior to the first class meeting. A 75 percent refund shall be made if the student officially withdraws from the class prior to or on the 10 percent point of the class.
- * For contact hour classes, ten calendar days from the date of the first class meeting is the determination date.