



Policy and Procedure

Policy Number: 317 Rev 3

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Division/Department: Student Affairs

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Subject: Admission to the College

Authorities: MnSCU Board Policy 3.4

Purpose:

To provide guidelines for an open and fair admissions process, regardless of an applicant's religious affiliation, race, ethnic heritage, gender, age, sexual orientation, or physical ability.

Policy:

Pine Technical and Community College is committed to open admissions for students meeting one of the following requirements:

1. A high school diploma or GED (General Equivalency Diploma) or
2. Current high school students who meet requirements for Postsecondary Enrollment Options (PSEO) program (refer to Policy 319 PSEO).
3. Students who are enrolled at another MnSCU institution and who take courses as a non-degree seeking or visiting student.
4. Students without a high school diploma or GED but who meet the federal ability to benefit course placement requirements; however, these students may not be eligible for federal financial aid.

Exceptions:

1. Students who have been suspended or expelled for disciplinary reasons from another postsecondary institution may be denied admission to PTCCC.
2. Students who have been suspended or expelled for academic or financial aid reasons from any postsecondary institution will be denied admission to PTCCC, until an appeal can be considered by the Appeal Committee. Students granted admittance will be placed on academic probation.
3. Students who have a hold on their records from another MnSCU college or university will be denied admission to PTCC.





Pine Technical &
Community College

Responsibilities: The Dean of Student Affairs oversees and makes final decisions on Admissions procedures.

Dissemination: Pine Technical and Community College Catalog, Student Handbook, Web page Policies, and www.pinetech.edu/Admissions.

Reviewed by Leadership Team: 1-9-06; 3-05-07

Reviewed by Faculty Shared Governance Council: 2-14-06; 4-11-07

Reviewed by Campus Roundtable: 3-23-2015

Reviewed by Faculty Shared Governance: 3-3-10

Reviewed by Managers Meeting: 2-22-10

Approved:

Robert L. Musgrove, President

Date:



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