

HORRY-GEORGETOWN TECHNICAL COLLEGE

PROCEDURE

Number: 9.1.8.2
Related Policy: 9.1.8
Title: Admission of First Time Students
Responsibility: Director of Enrollment

Original Approval Date: 07-12-2017
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Last Revision: 07-12-2017

President

The definition of open admissions implies the commitment of the College to assess student potential and to provide appropriate developmental/remedial programs of study. In support of this definition, new students are admitted to the curriculum programs of the College unconditionally when the following requirements are met:

- A. Applicant meets verified, legal residency and/or legal presence requirements.
Verification of legal presence for non-citizens: Legal residency and/or legal presence for these applicants will be verified with the Federal government through the Department of Homeland Security.
- B. Applicant is 18 years of age or possesses a high school diploma or its equivalent;

Exceptions to the above:

- 1. High school students participating in dual enrollment courses and/or programs (e.g.: PACE)
- 2. An applicant who is less than 18 years of age, and who does not have a high school diploma or its equivalent, must present, prior to admission, the following:
 - a) Written permission to attend Horry-Georgetown Technical College (HGTC) from the principal of the high school last attended or currently attending. Home schooled students must have written permission from the state affiliation or local school district; and
 - b) Written parental/guardian permission to attend HGTC. Married or legally independent applicants are excluded from this requirement.

- C. Applicant completes and returns an admissions application (online or paper), along with the non-refundable application fee. High school students participating in dual enrollment courses and/or programs (e.g.: PACE) are excluded from the application fee requirement.
- D. Information that permits appropriate course placement include:
 - 1. Multiple Measures for College Placement – High School Transcripts
 - 2. Test scores

High School Transcripts

Submit high school transcript(s) or GED Certificate to the Admission Office. A high school diploma (or GED Certificate), is not a prerequisite for college admission, but may be required for specific program admission.

Multiple Measure

- A. High School Performance – 2.6 Unweighted GPA and a “B” average in English and Math courses
- B. GED College Ready – with the revision of the GED, we can admit a student if GED Scores in Reading through Language Arts and Mathematical reason are 165 or higher.

Test Scores

Applicant submits scores from SAT, ACT, or College placement test (placement test scores are required for appropriate course placement). There is a five-year time limit on acceptance of placement test scores. Exceptions to the five-year time limit are test scores submitted by applicants who submit a college transcript showing transfer credit of English and Math or a High School transcript to allow for Multiple Measure for Placement. Applicants may be admitted to Horry-Georgetown Technical College as a first-time student if they meet the appropriate course placement requirements.

An applicant whose College Placement Test (ACCUPLACER) Reading score is 31 or below, whose Sentence score is 35 or below, and/or whose Arithmetic score is 23 or below is referred to the appropriate county literacy program. After documented completion of an adult literacy/education program is submitted, an applicant may take the ACCUPLACER again for admission consideration.

Limited Access programs have additional program admissions requirements and/or application deadlines.