

# ADMISSION & REGISTRATION INFORMATION

## OPEN ADMISSION POLICY (500.32)

Students shall be admitted to Illinois Eastern Community Colleges through an open admission process, in accordance with all requirements respecting qualifications and preferences set forth in Illinois Compiled Statutes, 110 ILCS 805/3-17 and 805/3-28 and in the regulations established by the Illinois Community College Board.

**Admission to the college does not automatically ensure admittance into all courses or programs of study or ensure eligibility for federal and/or state financial aid.**

## ADMISSION PROCEDURES

Students can enroll in single courses or a specific program leading to a degree, certificate, or credential which include:

- ❖ Associate in Applied Science
- ❖ Associate in Arts
- ❖ Associate in General Studies
- ❖ Associate in Science
- ❖ Associate in Science and Arts
- ❖ Certificate programs in a variety of career and technical fields
- ❖ GECC Credential

The Associate in Arts, Associate in Science, and Associate in Science and Arts programs generally lead to transfer to a four-year university. Students can begin most major career fields at IECC before transferring. The Associate in General Studies program is designed for students who wish to explore their individual interests and abilities within an academic structure.

The Associate in Applied Science programs at IECC cover a wide range of Career and Technical Education (CTE) areas and are designed to lead to employment.

Certificate programs in CTE areas generally require one year of study or less, and can lead to entry-level positions with employers.

A student may be admitted to a degree or certificate program or GECC Credential at IECC upon meeting one or more of the following conditions:

1. Valid High School Diploma or General Education Development (GED) certificate;
2. Transfer from a college or university accredited by The Higher Learning Commission or comparable regional accrediting association. The Commission may be contacted at the HLC website at [www.hlcommission.org](http://www.hlcommission.org);
3. For high school-age students, permission of the secondary school's chief officer or formal notification that the connection with the high school has been

severed. Students currently enrolled in a secondary school program may be accepted into a college course(s), if such courses are offered during the regular school day established by the secondary school, and prior approval of the chief officer of the public school is received. Parents should be aware that their child may be exposed to mature and/or controversial topics and conversations, not only within some classes, but also within the general college environment;

4. At least seventeen years of age.

### To gain admittance, all degree, certificate, and credential seeking students need to:

1. Apply online at [www.iecc.edu/apply](http://www.iecc.edu/apply) or contact Student Services at your college of choice. It is to the student's advantage to apply for admission at least 30 days prior to the beginning of any term in order to be scheduled for pre-registration; however, admissions will be accepted through the late registration of any term;
2. Submit the results of any required pre-entrance physical examination or background check;
3. Submit nationally standardized test scores such as ACT, SAT, ACCUPLACER, ASSET, COMPASS, GED, etc. **(Testing must have been completed within the past 3 years);** and
4. Submit official high school and college transcripts and appropriate course descriptions of all previous college work to the Admissions Office prior to registration. Student Services reviews the transcripts and determines validity.

After the college processes the admission form for eligibility, the student will receive a letter of acceptance. All correspondence should be directed to the Student Services Office.

See the Student Enrollment and Registration Checklist at the end of this section for registration steps.

**It is important to note that non-degree students who may later elect to seek a degree, credential, or certificate (with 16 credit hours or more) must meet all regular admission and placement requirements. There are some certificates of fewer than 16 hours which also have course placement requirements.**

## LIMITED ADMISSION PROGRAM GUIDELINES

If space is not available in certain programs or courses, the college will accept those students best qualified, based on the following factors: (1) District residency; (2)

- 2) The individual graduated from a public or private high school or received the equivalent of a high school diploma in the State of Illinois.
- 3) The individual attended school in the State of Illinois for at least 3 years as of the date the individual graduated from high school or received the equivalent of a high school diploma.
- 4) The individual registers as an entering student in the community college not earlier than the 2003 fall semester.
- 5) In the case of an individual who is not a citizen or permanent resident of the United States, the individual provides the community college with an affidavit stating that the individual will file an application to become a permanent resident of the United States at the earliest opportunity the individual is eligible to do so. Students may obtain the IECC Affidavit form from any of the IECC college student record's office.

A Resolution on Residency of Undocumented Students was resolved on January 20, 2017, by the Illinois Community College Board, to clarify tuition policy for undocumented students, particularly adult students, not included in provisions of PA 93-007. The resolution states that in-district tuition should be paid by those community college students meeting the residency rules for in-district tuition regardless of citizenship status. Students who do not meet the requirements of the in-district rule should pay out-of-district tuition.

## REQUIRED HIGH SCHOOL SUBJECT PATTERNS

Students are required to have the following high school units and skills to enroll in an Associate in Science degree, Associate in Arts degree or an Associate in Science and Arts degree program:

1. Four years (units) of English, emphasizing written and oral communications and literature;
2. Three years (units) of mathematics, including introductory through advanced algebra, geometry, trigonometry or fundamentals of computer programming;
3. Reading, including the ability to read and comprehend at a level appropriate for college study;
4. Three years (units) of science in laboratory sciences;
5. Three years (units) of social studies emphasizing history and government;
6. Two years (units) of electives from a choice of foreign language, music, art or vocational education.

**A total of fifteen (15) units are required in the above areas. A student may subtract three (3) units from science, math, social studies, or electives and add these units to another category for the required fifteen (15) units. No more than one (1) unit can be subtracted from any category, and no units can be subtracted from English.**

Students entering a transfer associate degree program who have not successfully completed a geometry class at the high school level will be required to complete a developmental geometry course prior to enrolling in transfer-level math courses.

Students are required to meet the following high school requirements to enroll in the Associate in Applied Science degree program or one-year certificate program:

1. Three years (units) of English emphasizing writing, oral communication, and literature.
2. Two years (units) of mathematics.
3. Reading, including the ability to read and comprehend at a level appropriate for college study.
4. One year (unit) of science.

## STUDENT PLACEMENT AND TESTING

Illinois Eastern Community Colleges recognizes that student success in college coursework is directly related to appropriate course placement. Therefore, IECC uses multiple measures to determine student placement in college-level courses and admission to a degree or certificate program. The results of these measures will improve the quality of education and enhance student success through academic advisement, assessment of students' academic skills and provision of needed support services. Multiple measures for placement include analysis of:

1. Nationally standardized test scores such as ACT, SAT, ACCUPLACER, ASSET, COMPASS, GED, etc. **(Testing must have been completed within the past 3 years.)**
2. Analysis of high school or college transcripts, including coursework completed and grade point average; and remedial and/or previous college coursework completed.
3. If 1 and 2 are not available or do not meet the course placement requirements, additional placement testing may be required.
4. TOEFL testing of all students whose first language is not English. (Additional information can be found in the International Students sections and applies to US Citizens as well as International.) TOEFL test exemptions may be made to those who are fluent in English at the consent of the International Director (International Students) or College Academic Advisor (Domestic Students).

The colleges administer ACCUPLACER for course placement and admission into select degree and certificate programs. ACCUPLACER is a placement test used to determine students' skill levels in reading, English, and math and assists in placing students in the appropriate courses. Students may sign up to take ACCUPLACER by calling the college of their choice. There is no charge for the first test. Additional ACCUPLACER information, free resources, and sample test questions