



<u>ACADEMIC POLICY</u>  ADAMS STATE COLLEGE	POLICY NUMBER: 100-14-05	PAGE NUMBER Page 1 of 2
	CHAPTER: Academic Affairs	
	SUBJECT: Remediation/Developmental Placement Policies: Remediation Test Administration	
RELATED POLICIES: OFFICE OF PRIMARY RESPONSIBILITY: Office of Academic Affairs	EFFECTIVE DATE: October 2, 2006	
	SUPERSESSSION: TBD	
	 Dr. David Svaldi President	

Remediation Test Administration Policy

I. POLICY:

Students are advised upon admission to Adams State College of their need to complete placement testing by the start of their first semester of campus. These tests are administered at freshmen orientation prior to the start of fall classes which is specified in the academic calendar and once during each semester at a predetermined time. Students who were not tested during a regularly scheduled time may elect to test at the Academic Advising Center and should schedule an appointment by phoning 719-587-7657.

Since Adams State College has a two-year statutory role and mission, developmental (leveling) courses are available on campus each semester through the Emerging Scholars Program. Another avenue for remediation is through the Colorado Consortium: an ASC student may enroll for any of the required developmental courses through the correspondence program (contact Adams State College's Extended Studies for details).

II. PURPOSE:

The purpose of this policy is to state the requirements for placement testing and scheduling.

III. DEFINITIONS:

- A. Academic Advising Center: The office responsible for advising students on their academic program and/or ensuring that faculty advisors have access to the students academic record.
- B. Colorado Consortium: A coalition of ten Colorado institutions of higher education that offer independent study classes
- C. Developmental/Remedial Courses: Courses designated by the numbers 09 that are intended to assist students in improving their skills in the core areas of reading, writing and mathematics to a level that will enable success at the college level. Currently at ASC these courses are: ID095 and ID 097 College Reading and Writing I and II, Math 095 Basic Arithmetic Skills, Math 097 Basic Algebra Skills, and Math 099 Intermediate Algebra.
- D. Emerging Scholar's Program: The Emerging Scholars Program provides rigorous, responsive and relevant coursework for Adams State College students requiring basic skills classes in math, reading or writing.
- E. FYEE (First Year Experience and Engagement): The Office responsible for coordinating courses, programs and services designed to assist first year students in transitioning from high school to college.
- F. Leveling Course: A remedial or developmental course that enables students enrolled in to improve their level of performance to that needed to enroll in the next level. E.g. Math 097 is a leveling course for Math 099. Math 099 is a leveling class for Math 104 or 150.

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G. Remediation Testing: The required tests determining whether a student needs to enroll in leveling courses.

IV. PROCEDURES:

Procedures are stated within the policy (Section I) above.

V. RESPONSIBILITY:

- A. The Academic Advising Center is responsible for arranging remediation testing during freshman orientation, at schedule times throughout the year, and by appointment.
- B. Students are responsible for taking remediation/placement tests and enrolling in the appropriate classes.
- C. The Office of FYEE is responsible for ensuring that remediation/developmental classes are offered each semester.

VI. AUTHORITY:

ASC General Catalog 2006-2007

VII. HISTORY:

May 16, 2006

VIII. ATTACHMENTS: