

## ADMISSIONS STANDARDS AND CRITERIA

Institution: \_\_\_\_\_ Date: \_\_\_\_\_

ACCET ID: \_\_\_\_\_

Program/Course Name: \_\_\_\_\_

### **Entrance Requirements for This Curriculum**

1. Is a High School Diploma or its equivalent required for admission?  Yes  No

(Note: Institutions that do not require a high school diploma or GED equivalency for admission must utilize an Ability to Benefit examination. See # 7 below.)

2. Do the admissions standards require applicants to possess any specific previous education, employment, or other experience?  Yes  No

If yes, describe what previous education, employment, and/or experience is required, how it is evaluated, and how it is documented.

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\_\_\_\_\_  
\_\_\_\_\_

3. Is there a minimum age requirement for admission?  Yes  No

(Note: Vocational institutions must identify a minimum age requirement in their catalogs.)

If yes, what minimum age is required? \_\_\_\_\_

4. All Applicants: Do the admission standards require that all applicants take an entrance examination?  Yes  No

If no, proceed to # 5 below.

If yes, identify the following in a-g below, as applicable:

- a. The type of entrance examination by checking the appropriate box(es) below:

Internally developed entrance examination?  Yes  No  
Commercially developed standardized examination?  Yes  No

(If the entrance examination is not a nationally normed examination, provide a copy of this examination as Attachment 25.7/1.)

b. The minimum test score(s) required for admission:

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Is the minimum score(s) for admission the minimum score(s) recommended by the test publisher?  Yes  No.

If no, describe the means by which the institution determined the cut-off score(s):

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c. The institution's re-test policy, if applicable:

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d. The name and title of those authorized to administer the examination:

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e. The test name, date of publication/development, and form used:

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f. If applicable, The name and address of company that publishes the examination:

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g. If applicable, the version(s) of the examination administered:

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5. Describe in detail any other standards or prerequisites for admission that will ensure that students will have a reasonable expectation of successfully completing training, obtaining any applicable licensure/certification, and securing employment. (e.g. unique state requirements; vaccinations; physical examinations; no convictions of a felony, DUI/DWI, or drug offense, etc.):

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6. Identify how the institution will clearly and fully disclose to prospective students any barriers that could impact their ability to successfully complete training, obtain any applicable licensure/certification, and/or secure employment (e.g. conviction of a felony, DUI/DWI, or drug offense, etc.).

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7. Ability to Benefit Applicants: The following is for vocational institutions that accept students without a high school diploma or GED equivalency: (See ACCET Document 23 – Ability to Benefit.)

- a. Identify the USDE approved test name, date of publication, and form used:

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- b. Indicate the minimum score(s) required for admission:

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- c. List the name of any independent agent(s) who will be used to administer the examination to non-high school graduates:

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- d. State the institution's re-test policy, if applicable:

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