

**PENSACOLA STATE COLLEGE**  
**MANUAL OF PROCEDURES**

Procedure Title:	Procedures for Demonstrating College Readiness in Communication and Computation	<u>Number</u> 301
Related Policy:	Admissions Policies – 6Hx20-3.001	<u>Page</u> Page 1 of 2

**I. Purpose**

To define procedures for determining college readiness of incoming degree-seeking students.

**II. Procedure**

- A. Student applies to Pensacola State College.
- B. Staff members from the Office of Admissions review each student's transcripts and other records to determine if the student is required to be assessed for college readiness for communication and computation per Florida Statute 1008.30 and Florida Administrative Code Rule 6A-10.0315. The students below are not required to be assessed for college readiness for communication and computation and thus have no testing requirements:
1. A student who began 9<sup>th</sup> grade in a Florida public school in the 2003-2004 school year, or any year thereafter, and earned a standard high school diploma;
  2. A student who is an active-duty member of any branch of the United States Armed Services;
  3. A transfer student who earned a C or better in an approved college-level mathematics or English course from a regionally-accredited school; this student is exempt from placement testing for the area(s), computation or communication, in which the C or better was earned.
  4. A student who achieved the appropriate college-level scores on an approved common placement test within the last two years.
- C. Students required to demonstrate college readiness for communication and computation may do so via a wide range of Common Placement Tests or Alternative Methods-either Tests and Assessments or Performance in High School Coursework-as indicated on the College Readiness and Assessment Standards document posted on the Documents and Links section of the Testing Center web page located at <https://www.pensacolastate.edu/current-students/student-services/testing-center/>.

- D. Demonstration of college readiness in communication and computation is noted on each student's record in the Student Record System.
- E. Demonstration of college readiness in communication and computation is used for placement in reading, writing, and mathematics courses; it is not used for admission purposes.

Responsible Official: Dean, Student Services
President's Signature:  Date: 09/06/2023