

SUNY Rockland Community College

From: Academic Standards Committee
Re: Revised Policy for Non-matriculated students
Date: May 14, 2008

SUNY RCC does not have a policy for non-matriculated students. After reviewing the policies of several community colleges and much deliberation, we developed a policy.

Definition: A non-degree student (non-matriculated student):

1. is not following a program or pursuing a degree or certificate at SUNY Rockland
2. has a High School Diploma (non-IEP Diploma) or a GED or participates in the High School Enrichment Program
3. may earn course credit or audit the courses for no credit
4. takes courses for personal enrichment or personal growth
5. is limited to part-time status (11.5 or fewer credits per semester)
6. is not eligible for state and federal financial aid programs

NEW POLICY:

Non-matriculated students may register for courses of their own choosing provided that they have met the prerequisites for the courses, which may include appropriate placement results in English and Math. Exemptions from the placement exams may be granted if the non-matriculating student presents a college transcript showing successful completion of at least an Associates degree and/ or an acceptable college-level English or Math course from an appropriately accredited college or university. International students with degrees from foreign universities may be required to demonstrate English proficiency.

In addition, the English Placement Exam is REQUIRED for all non-matriculated students upon completion of 16 GPA credits. Exemption from the English Placement Exam may be granted for those students who meet the exemption criteria described above. Students who do not place into English 095 or higher will be required to complete all English developmental courses prior to taking any other SUNY RCC courses (except physical education). A non-matriculated student who later decides to pursue a degree must formally apply for matriculation through the Office of Admission at the beginning of a semester.

3. To summarize, the non-matriculated student:
 - does not provide the College with an official transcript
 - is not being evaluated for transfer credit
 - does not pay the \$30 application fee
 - does not complete the admission application
 - does not need advisement (advisement is optional and not mandatory)
 - takes the English Placement after completing 16 credits, unless granted an exemption as noted above
 - takes the Math Placement if he/she wants to take a Math course or a course that requires Math 101 Placement
 - Advantages of this policy: 1. Encourages a returning adult to enroll in courses
2. Allows the student to explore courses