2500 – Academic Assessment, Placement, and Re-testing

Through the adoption of these practices, the College recognizes its responsibility to appropriately advise and place students for the purpose of strengthening their possibilities for future success.

Assessment and Placement

1. The Academic Assessment and Placement Procedure applies to[1]
    a. Students enrolling in approved certificate or degree programs with pre-requisite placement scores;
    b. Students who plan to enroll in any course with pre-requisite placement scores.
    c. Students whose primary language is not English.
2. Prior to their enrollment in math, English, or other programs/courses with pre-requisite placement scores, students who do not have placement scores shall undergo assessment of basic skills. Students whose placement scores are five years old or older may be required to retest. Individuals requiring testing accommodations due to disability should contact the Testing Coordinator at 620-792-9344 or the Fort Riley Student Services office at 785-784-6606.
3. "Basic Skills" includes those minimal skills in the discipline areas of mathematics, writing, reading, and fundamental study skills which are required for student success in college-level work.
4. For the purposes of the Academic Assessment and Placement Procedure, "placement scores" include results from nationally-normed assessment instruments/tests, and, for Bartonline courses, institutionally developed placement instruments/tests. The College bases course placement decisions on the highest score achieved on ACCUPLACER, ACT, ASSET, COMPASS, OR SAT http://bartonccc.edu/academicadvising/testing
5. Students scoring below college-entry level in writing, reading, and/or mathematics are required to enroll in the required developmental education courses indicated by their respective placement scores. Further, students are expected to pursue basic skills until reaching college-level competency. For this reason, all students with developmental requirements are required to enroll in the specified developmental courses during their first and each subsequent semester of enrollment until all developmental requirements are completed.
6. Generally, students scoring below college-entry level in writing, reading, and/or mathematics will be allowed to simultaneously remediate and pursue certificate and/or degree requirement courses. However, students will not be allowed to enroll in courses and/or programs with pre-requisite placement scores until they have reached college-level competency in the required area(s).
7. In order to be successful in their college courses, students scoring below proficiency level in the English Language Assessment must enroll in the appropriate ESOL class in order to improve their ability to read, write, and speak English.
8. Students who meet one or more of the following criteria are exempt from the Academic Assessment and Placement Procedure:

[1] Academic placement and assessment requirements pertinent to 100% online students whose primary language is not English will be addressed on a case-by-case basis.

a. Transfer status from an accredited college or university for which completion of English Composition I and/or College Algebra (or their equivalents) with a grade of "C" or better is documented by official college transcript(s). Students who may have completed one, but not both, of these two courses must complete assessment and any required remediation for the uncompleted subject area;
b. Transfer status from an accredited college or university for which completion of equivalent remediation in English and math courses with a grade of "C" or better is documented by official college transcript(s). Students who may have completed remediation in one, but not both, of these two subject areas must complete assessment for the uncompleted subject area;
c. Receipt of current placement scores (less than 5 years old) from a recognized testing or educational entity that place the student in college-level course work in the subject areas of English and math.

Re-Testing

Students who believe that their placement score in a given subject area does not accurately reflect their abilities may elect to be retested. Students will be allowed to retest if one of the following conditions exists:

1. Performance on the placement assessment was significantly influenced by factors other than ability.
2. Significant change in the student's ability has occurred.
3. Verifiable learning disorder was not made known during the original assessment.
4. Student's placement score falls short of the required range by no more than the number of points indicated below:
   - ACT – 3 points
   - Accuplacer – 12 points
   - Asset – 5 points
   - Compass – 10 points
   - SAT – any point range (because of recent changes in SAT testing and scoring, any student submitting SAT scores may retest.)

For Barton County campus students[2], the following additional re-testing conditions apply:

A. Students may request retesting anytime following the initial testing.
   - ASSET requires a 30-day waiting period between the initial test and the retest. (Students requiring retesting prior to the end of the waiting period must contact the Testing Coordinator to arrange for retesting with a different assessment instrument.[3])
   - Accuplacer requires a two-week waiting period between the initial test and the retest. (Students requiring retesting prior to the end of the waiting period must contact the Testing Coordinator to arrange for retesting with a different assessment instrument.)

[2] Barton County campus includes day and evening classes and Community Education programs (College Advantage and Outreach).
[3] Students enrolled in the College's BASIC's program will work directly with their Site Coordinator and/or facility contact to retest.

B. Students who desire to retest and who meet one of the four conditions listed above may contact the Testing Coordinator to be considered for retesting.
C. Upon retesting, students who fail to place into the desired coursework must wait until the next semester's enrollment period to retest again.

- Students desiring to improve their scores are strongly encouraged to seek remediation by enrolling in developmental coursework, working with Student Support Services' professional tutors and tutorials, or securing self-study materials in areas of deficiency.

D. Students desiring to re-test shall contact the Testing Coordinator to set up an appointment for re-testing or may contact the office of Student Services.

Special Note: Students who have previously earned non-productive grades (D or F) in developmental courses may request retesting for the purpose of gaining entrance into the next course in a sequence of courses. However, a placement score which places a student in the next course will have no effect on the student's transcripted grade(s). Students desiring to improve their grades in any course must re-enroll in and successfully complete the course.

(Based on policy 1500; revised and approved by President on 10/25/10)

Minor revision 7/9/14