



Name: Placement in College-Level Courses  
Category: Academic Policies  
Subject: Student Placement in College-Level Courses  
Owner: Vice President for Academic Affairs / Student Affairs  
Related Procedures: Admissions  
Related Forms: N/A

## **I. SCOPE**

Delaware Technical and Community College (“College”) Placement in College Level Courses Policy applies to all current and prospective students seeking college-level courses. The College enacts these changes to clarify the placement in college-level course process.

## **II. POLICY STATEMENT**

The College strives to ensure access to available courses for all students. Delaware Technical Community College is an open-access college. Still, students must demonstrate academic readiness for college courses, satisfy course prerequisites, and be selected for admission into some academic programs with limited seats and specific program admission criteria and requirements. The College employs a variety of means to determine academic readiness and the appropriate student placement, including, but not limited to, high school cumulative GPA, standardized tests, previous college-level coursework, transfer credit, and other credit for prior learning.

## **III. POLICY**

**The following will be substituted in lieu of the existing language, and a red-lined version is attached as an exhibit A.**

### **Placement in College-Level Courses**

Applicants seeking degrees, diplomas, or credit certificates must provide evidence of readiness for college-level courses. A variety of means are accepted, including high school cumulative GPA, standardized tests, previous college-level coursework in English and

mathematics, transfer credit, other credit for prior learning for required courses in English and mathematics, or possession of an associate or higher degree.

### **High School Cumulative GPA**

High school cumulative GPA alone may serve as the placement indicator. To use high school cumulative GPA as evidence of readiness for college-level courses, applicants must provide the high school senior official or unofficial transcript showing a cumulative GPA of 3.0 or higher (83% or higher on a percent grade scale or B or higher on a letter grade scale). Transcripts with pass/fail grades and/or multiple grades excluded from the cumulative GPA may not be eligible as a measure for placement. All transcripts are subject to review. Students presenting a credential other than a regular diploma (as defined by the state where the high school is located) may not be eligible to use high school cumulative GPA for placement purposes. There are no age limits on high school GPA being used as evidence of college readiness. Students who wish to take college-level courses prior to high school graduation may use junior high school GPA as an additional measure.

### **Standardized Tests**

Students may submit standardized test scores for placement purposes. The College accepts SAT scores.

### **Previous Coursework, Transfer Credit, or Other Credit for Prior Learning**

Previous coursework, transfer credit, and other credit for prior learning may qualify students for college-level placement in the respective subject.

If students do not have one of the college-readiness indicators above, they may enter a college-level course by taking advantage of the co-requisite support model to refresh their skills. For students with no indicator of college readiness, the co-requisite support model should be considered before ACCUPLACER testing.

## **IV. EFFECTIVE DATE(S)**

This policy is effective March 1, 2025.


**V. FREQUENCY OF REVIEW AND UPDATE**

This College will review this policy annually and update it if necessary.

**VI. SIGNATURE AND DATE OF APPROVAL**

Approved by the President in accordance with Article IX of the Delaware Technical Community College bylaws.

  
\_\_\_\_\_  
Mark T. Brainard, President

  
\_\_\_\_\_  
Date