

Admissions Information

Admissions Overview

The admissions policy and procedures of the State Board of the Technical College System of Georgia and the admissions procedure of Coastal Pines Technical College assure the citizens of Georgia equal access to the opportunity to develop the knowledge, skills, and attitudes necessary for them to secure personally satisfying and socially productive employment. By design and implementation, the policy and procedures will:

- Be nondiscriminatory to any eligible applicant regardless of race, color, creed, national or ethnic origin, gender, religion, disability, age, political affiliation or belief, genetic information, disabled veteran, veteran of the Vietnam Era, or citizenship status (except in those special circumstances permitted or mandated by law).
- Increase the prospective student's opportunities
- Guide the implementation of all activities related to admission to Coastal Pines Technical College and its programs, to student financial aid, and to the recruitment, placement, and retention of students
- Complement the instructional programs of Coastal Pines Technical College

Admissions Process

Admission to CPTC is a multi-step process which consists of evaluation of prior academic experience and assessment for postsecondary readiness of eligible applicants.

Eligible Applicants Individuals 16 years of age or older or dually/jointly enrolled high school students in 9th, 10th, 11th, or 12th grades who seek access to quality instruction at the post-secondary level are eligible for admissions.

Required Academic Criteria

To be admitted by Coastal Pines Technical College, applicants must satisfy one of the six academic readiness paths below:

1. High school graduates must submit an official high school transcript (including graduation date) that reflects the student has met the attendance, academic, and/or assessment requirements for the state's board of education or equivalent agency.
 - Secondary schools must be accredited by an agency included on the TCSG approved accreditation agency list.
 - Applicants with diplomas from secondary schools located outside the United States must have their transcripts evaluated for equivalency by an approved outside evaluation organization.
 - High school Certificates of Attendance or other certificates, credentials or documents where the student did not complete all required coursework or testing required for a high school diploma in that state are not recognized for admission purposes.
2. Submission of an official transcript reflecting the student has passed an examination the state recognizes as the equivalent of a high school diploma (e.g. GED).
3. The only exception to requirements 1 or 2 is for those students seeking enrollment into an approved basic workforce certificate that does not require a high school diploma or GED for admission.

4. Submission of an official transcript from each of one or more previously attended postsecondary institutions (accredited by an accepted accrediting agency) reflecting the successful completion (C or better) of a minimum of 30 semester or 45 quarter credit hours of coursework at the degree level.

5. Applicants who were home schooled in the state of Georgia and did not attend a recognized accredited program must submit:

- Certificate of Attendance form from the local superintendent's office or a Declaration of Intent to utilize a Home Study Program from the Georgia Department of Education verifying that the parent or legal guardian complied with the requirements of home study programs as referenced in O.C.G.A. § 20-2-690.
- Annual progress reports or a final transcript for the equivalent of the home-schooled student's junior and senior years (the final progress report or transcript must include the graduation date).

6. Applicants who were home schooled outside the state of Georgia and did not attend a recognized accredited program must submit:

- annual progress reports or a final transcript for the equivalent of the home-schooled student's junior and senior years (the final progress report or transcript must include the graduation date); and one of the following:
- SAT or ACT scores that meet or exceed the TCSG system and college minimum score requirements for program readiness.
- ACCUPLACER placement scores that meet or exceed the TCSG system and college minimum score requirements for program readiness.

7. Service members of the U.S. Air Force, Army, Coast Guard, Marines, or Navy may submit an official copy of their DD Form 214 indicating high school graduate or equivalent

The President of Coastal Pines Technical College may waive the high school diploma/high school equivalency, as described above, requirement for those pursuing a high school equivalency, as described above, who are otherwise eligible to enroll in a specific program of study.

Coastal Pines Technical College must evaluate students' readiness for degree, diploma, and certificate programs. Technical colleges may accept a student's official entrance score on the following validated assessment instruments if the scores meet the required minimums.

- SAT
- ACT
- PSAT
- General Education Development [GED®] scores of 145+ on English or Math
- Georgia Milestones Literature & Composition or Georgia Milestones American Literature & Composition (English admission requirement only)
- HOPE GPA after completion of 10th grade of 2.6 or high school GPA of 2.0 for approved entry level workforce certificates
- Accuplacer/Companion
- Compass/Asset

A student possessing an Associate's degree of higher from a regionally accredited institution shall be exempted from placement requirements.

Official transcripts from an accredited institution approved by the United States Secretary of Education documenting equivalent program-level English and math coursework successfully completed at other postsecondary institutions may be used to document a student's basic education skills and eliminate the need to complete that portion of the assessment instrument.

Subjective criteria such as, but not limited to, written or oral interviews, personality assessments, and letters of reference shall not be utilized as part of the evaluation for program readiness or admission. All criteria should be published and applied consistently to all applicants for a program.

Admission Categories

Minimum admissions requirements for each diploma/degree program are established in accordance with the Technical College System of Georgia standards.

Students shall be admitted to Coastal Pines Technical College in one of the following categories: Regular, Provisional, Pending Admit, Special, or Transient.

Regular Status

Students who meet all requirements for admission into a selected program and are eligible to take all courses in the program curriculum are granted regular admission status.

Provisional Status

Students who do not meet all requirements for regular admission into a selected program are granted provisional admission status. Provisionally admitted students may take learning support classes, and certain specified occupational courses as long as class pre- and co- requisites are satisfied.

All certificate, diploma, and associate degree program students initially admitted on a provisional basis must have satisfactorily completed the necessary prerequisite and learning support course work in order to progress through the State Standard Curriculum.

Dual Enrollment students are not eligible for Provisional Admission status.

Special Admit Status (Non-credential seeking)

Applicants who wish to take credit coursework, but are not seeking a certificate, diploma, or associate degree are granted Special Admit status. The following specifics define the parameters of this status:

- May apply up to a maximum of 25 quarter or 17 semester credit hours into a specific program for credential seeking purposes after achieving regular admit status. The number of hours taken as a special admit student in no way waives the requirements of the regular admission process.
- May enroll in classes only on a space-available basis.
- Must adhere to the specific institutional prerequisite requirements when selecting courses.
- Will not be eligible for any financial aid.

Pending Admit Status (High School Seniors only)

Applicants who are in their final year of high school and are applying for a college term immediately after they graduate are granted Pending Admit Status. The following specifics define the parameters of this status:

- Applicants must submit a transcript showing the applicant is on track for completing all required high school courses before the semester they wish to enroll.
- Will be allowed to register for courses after course placement requirements have been met.
- A letter from the high school confirming the pending completion is encouraged to be sent with the transcript.
- These applicants are not eligible for federal financial aid until a final high school transcript has been received.

Transient Status

Students who submit a Transient Agreement Letter from their home institution are granted Transient admission status. The Transient Agreement Letter must verify that the student is in good standing and must list the courses the student is eligible to take. A current Transient Agreement Letter is required for each term of enrollment.

Readmission to the College

Students who have not attended CPTC in the past calendar year or who have enrolled at another institution must complete a new CPTC admission application. Applicants must provide transcripts from each institution attended since last being enrolled at CPTC. Applicants who are not in good academic standing at their former institution will be accepted on academic probation.

Students dismissed or suspended from CPTC for academic reasons may apply to re-enter after completing the designated absence. Consideration of the application for readmission will be made by the Vice President for Academic Affairs. Reapplying does not guarantee acceptance.

Upon re-entry to the college, regardless of the reason, all students must follow standards, policies, and regulations that are in effect at the time of re-entry. A change of program is considered a re-admission and application to change a program must be made through the Office of Admissions.

Georgia Residency Requirements

CPTC is responsible for the verification of the lawful presence of every successfully admitted student as required by state and federal immigration laws. Legal residence in the state of Georgia requires the establishment of a domicile in the State of Georgia with the intent to remain indefinitely. Coastal Pines Technical College has the responsibility of evaluating each application, while the student has the responsibility of conveying current and accurate residency information. This information is used in determining the appropriate tuition rate to be paid by each student. In accordance with the policy of the Technical College System of Georgia, CPTC recognizes three student residency categories: Georgia Resident, Out-of-State Student, and Non-Citizen Student. The rate of tuition charged is based on a student's status on the first day of the term.

Students applying for in state tuition must submit at least one secure and verifiable document defined in Georgia Code Section 50-36-1. The Georgia Code Sections can be found at www.georgia.gov.

Georgia Student

To be classified as a Georgia Resident for tuition purposes, an independent student must show that he/she has established and maintained a domicile in Georgia for a period of at least 12 consecutive months immediately preceding the first day of classes for the term. 'Independent student' means an individual who is not claimed as

a dependent on the federal or state income tax returns of a parent or United States court-appointed legal guardian and whose parent or guardian has ceased to provide support and right to that individual's care, custody, and earnings.

If an independent student classified as a Georgia Resident for tuition purposes relocates out of state temporarily but returns to Georgia within 12 months of the relocation, such student shall be entitled to retain his or her Georgia Resident tuition classification.

A dependent student shall be classified as a Georgia Resident for tuition purposes if the dependent student's parent or United States court-appointed legal guardian has established and maintained domicile in Georgia for at least 12 consecutive months immediately preceding the first day of classes for the term and:

- The student has graduated from a Georgia high school; or
- The parent claimed the student as a dependent on the parent's most recent federal or state income tax return.

'Dependent student' means an individual under the age of 24 who receives financial support from a parent or United States court-appointed legal guardian whose federal or state tax return lists the individual as a 'dependent'.

If the parent or United States court-appointed guardian of a dependent student currently classified as a Georgia Resident for tuition purposes establishes domicile outside of Georgia after having established and maintained domicile in Georgia, such student may retain his or her Georgia Resident tuition classification so long as such student remains continuously enrolled in a public postsecondary educational institution in Georgia, regardless of the domicile of such student's parent or United States court-appointed legal guardian.

In the absence of documentation that the individual has established legal residence in Georgia, no person shall gain Georgia Resident status while attending any educational institution in this state.

Non-Resident

A student who is a lawful resident of the United States but who has not established a physical domicile in the State of Georgia for a period of at least 12 months prior to the first day of the term for which they seek enrollment. Students classified as Out-of-State Students will be assessed tuition at the rate twice that of a Georgia Student.

Exceptions

Students in the following classifications are eligible for Out of State Tuition Exemption. These exemptions do not affect the student's eligibility for the HOPE Scholarship or Grant, except for exemptions for military personnel and their dependents and Move on When Ready students as provided for in the GSFC regulations.

Employees and their children who move to Georgia for employment with a new or expanding industry as defined in Georgia Code 20-4-40;

Full-time employees of the Technical College System of Georgia, their spouses, and dependent children;

Full-time teachers in a public school, a military base, or a public postsecondary college, their spouses, and dependent children;

United States military personnel stationed in Georgia and on active duty and their dependents living in Georgia;

United States military personnel, spouses and dependent children reassigned outside Georgia, who remain continuously enrolled and on active military status;

United States military personnel and their dependents that are Domiciled in Georgia, but are stationed outside the State;

Students who are Domiciled in out-of-state counties bordering on Georgia counties and who are enrolled in a Technical College with a local reciprocity agreement;

Career consular officers and their dependents that are citizens of the foreign nations which their consular office represents, and who are living in Georgia under orders of their respective governments. This waiver shall apply only to those consular officers whose nations operate on the principle of educational reciprocity with the United States.

Members of a uniformed military service of the United States who, within thirty-six (36) months of separation from such service, enroll in an academic program and demonstrate an intent to become domiciled in Georgia. This -exemption may also be granted to their spouses and dependent children. This exemption also applies to individuals eligible for transferred GI Bill benefits who within thirty-six (36) months of the transferor's separation from the uniformed military service of the United States enroll in an academic program and demonstrate an intent to become domiciled in Georgia. An individual or former service member so described retains the exemption if enrolled at the expiration of the thirty-six month window and remains continuously enrolled (other than during regularly scheduled breaks) and uses educational benefits, even if the student enrolls in multiple programs.

Students using transferred GI Bill while the transferor is on active duty who demonstrate an intent to become domiciled in Georgia and students using the Marine Gunnery John David Fry Scholarship who demonstrate an intent to become domiciled in Georgia

Students who are described as covered individuals in 38 U.S.C 3679(c)

Students who are dually enrolled and participating in Move on When Ready.

Notwithstanding any exception outlined above, no person who is unlawfully present in the United States shall be eligible for any exemption of the tuition differential.

Non-Citizen

Any student not a legal citizen of the United States shall be classified as a Non-Citizen Student. A Non-Citizen Student lawfully present may be classified as a Georgia Student if there is evidence to warrant such classification. In the absence of such classification, a Non-Citizen Student is to be charged a rate of tuition four times the rate of a Georgia Student.

Coastal Pines Technical College is not authorized by the Office of Immigration and Naturalization Services (INS) to issue I-20's or student visas. It is the student's responsibility to comply with all appropriate INS regulations.

Exceptions

Students in the following classifications are eligible for Out of State Tuition Exemption. These exemptions do not affect the student's eligibility for the HOPE Scholarship or Grant, except for exemptions for military personnel and their dependents and Move on When Ready students as provided for in the GSFC regulations.

Employees and their children who move to Georgia for employment with a new or expanding industry as defined in Georgia Code 20-4-40;

Full-time employees of the Technical College System of Georgia, their spouses, and dependent children;

Full-time teachers in a public school, a military base, or a public postsecondary college, their spouses, and dependent children;

United States military personnel stationed in Georgia and on active duty and their dependents living in Georgia;

United States military personnel, spouses and dependent children reassigned outside Georgia, who remain continuously enrolled and on active military status;

United States military personnel and their dependents that are Domiciled in Georgia, but are stationed outside the State;

Students who are Domiciled in out-of-state counties bordering on Georgia counties and who are enrolled in a Technical College with a local reciprocity agreement;

Career consular officers and their dependents that are citizens of the foreign nations which their consular office represents, and who are living in Georgia under orders of their respective governments. This waiver shall apply only to those consular officers whose nations operate on the principle of educational reciprocity with the United States.

Members of a uniformed military service of the United States who, within thirty-six (36) months of separation from such service, enroll in an academic program and demonstrate an intent to become domiciled in Georgia. This -exemption may also be granted to their spouses and dependent children. This exemption also applies to individuals eligible for transferred GI Bill benefits who within thirty-six (36) months of the transferor's separation from the uniformed military service of the United States enroll in an academic program and demonstrate an intent to become domiciled in Georgia. An individual or former service member so described retains the exemption if enrolled at the expiration of the thirty-six month window and remains continuously enrolled (other than during regularly scheduled breaks) and uses educational benefits, even if the student enrolls in multiple programs.

Students using transferred GI Bill while the transferor is on active duty who demonstrate an intent to become domiciled in Georgia and students using the Marine Gunnery John David Fry Scholarship who demonstrate an intent to become domiciled in Georgia

Students who are described as covered individuals in 38 U.S.C 3679(c)

Students who are dually enrolled and participating in Move on When Ready.

Notwithstanding any exception outlined above, no person who is unlawfully present in the United States shall be eligible for any exemption of the tuition differential.

Verification of Lawful Presence

Effective January 1, 2012, all students applying for in-state tuition must provide validation of lawful presence in the United States. The following documents will serve as proof of lawful presence in the United States and documentation will be required before a student is eligible for consideration of in-state tuition:

- A current Driver's License issued by the State of Georgia after January 1, 2008
- A current ID issued by the State of Georgia after January 1, 2008
- A current Driver's License or ID issued by a state that verifies immigration status and only issued to persons lawfully present in the United States

The Technical College System of Georgia (TCSG) will accept the following:

- Alabama: Issued after August 1, 2000
- Florida: Issued after January 1, 2010 AND have a gold star in the upper right hand corner
- South Carolina: Issued after November 1, 2008
- Tennessee: Issued after May 29, 2004
- A certified U.S. Birth Certificate showing the student was born in the U.S. or a U.S. territory (A photocopy is not acceptable.)
- An approved completed FAFSA for the current financial aid year
- A current, valid Permanent Resident Card (USCIS form 1-151 or 1-551)
- A current, valid military identification card for active duty soldiers or veterans
- A U.S. Certificate of Birth Abroad issued by the Department of State (DS-1350) or a Consular Report of Birth Abroad (FS-240)

- A current U.S. Passport
- A U.S. Certificate of Citizenship (USCIS form N-560 or N-561)
- A U.S. Certificate of Naturalization (USCIS form N-550 or N-570)

Any student who cannot be verified as lawfully present in the United States is not eligible to be considered for in-state tuition, regardless of how long he or she has lived in Georgia. In addition to being lawfully present in the United States, students must meet the in-state tuition requirements as outlined in TCSG Board Policy and Procedure 6.2.2 to warrant an in-state classification. Students that are initially classified as out-of-state and successfully petition to have their residency changed to in-state also have to meet the verification requirement.

Placement Testing

Coastal Pines Technical College (CPTC) believes that a student must have the basic educational skills necessary to be successful. The assessment provides CPTC the opportunity to serve the students better through quality placement. The official placement exam approved for use by Coastal Pines Technical College and sanctioned by the Technical College System of Georgia is the ACCUPLACER exam. However, in the place of ACCUPLACER, CPTC may accept a student's official entrance score on any TCSG validated assessment instrument. This placement exam evaluates reading, writing, math, and algebra skills.

Applicants must show a photo I.D. to gain entrance to the testing session. Students who do not possess a photo I.D. may notify the Admissions Office in advance of testing and prove identification through a combination of birth certificate, social security card and other forms of identification. An applicant who does not possess photo identification at the time of testing and who has not made prior arrangements will not be allowed to test.

[What is the Accuplacer Test?](#)

[Accuplacer Study App](#)

[Accuplacer Study App Login Info](#)

[Accuplacer Reading Preparation](#)

[Video 1](#)

[Video 2](#)

[Accuplacer Sentence Skills Preparation](#)

[Video 1](#)

[Video 2 \(Part 1\)](#)

[Video 3 \(Part 2\)](#)

[Accuplacer Arithmetic Preparation](#)

[Video 1](#)

[Video 2](#)

[Accuplacer Elementary Algebra Preparation](#)

[Video 1 \(Part 1\)](#)

[Video 2 \(Part 2\)](#)

[Video 3 \(Part 3\)](#)

Applicants will be admitted with regular status to an **associate degree program** with the following scores:

Test	Reading	Writing	Numerical	Algebra
NEXT GENERATION ACCUPLACER	236	249		245
CLASSIC ACCUPLACER	64	70		57
ASSET	41	40		42
COMPASS	79	62		37

SAT*	17	17	21
PSAT (after March 2016)	17	17	21
ACT/PACT	16	14	17
GA Milestones ELA	525	525	
GED (2014 and after)	145		145
HOPE GPA (after 10th grade)	2.6		

If an applicant has earned an AAS/AS or higher, they are eligible for degree level courses.

Applicants will be admitted with regular status to a **diploma or certificate program** (with the exception of Commercial Truck Driving, Nurse Aid, and Business & Customer Service Technician) with the following scores:

Test	Reading	Writing	Numerical	Algebra
NEXT GENERATION ACCUPLACER	224	236	229	
CLASSIC ACCUPLACER	55	60	34	
ASSET	38	37	32	
COMPASS	70	32	26	
SAT*	16	15	18	
ACT/PACT	14	13	14	
PSAT (after March 2016)	16	15	18	
GAHSGT	235	235		
GA Milestones ELA	525	525		
GED (2014 and after)	145		145	
HOPE GPA (after 10th grade)	2.6			

If an applicant has earned an AAS/AS or higher, they are eligible for diploma level courses.

The following programs are Entry Level Workforce Certificates.

Administrative Support Assistant (AS21), Advanced Shielded Metal Arc Welder (OSM1), Advanced Emergency Medical Technician (AEMT), Air Conditioning Electrical Tech (ACK1), Air Conditioning Tech. Assistant (AZ31), Auto/Electrical/Electronics Systems Technician (AE41), Automotive Chassis Tech. Specialist (ASG1), Automotive Climate Control Tech. (AH21), Automotive Collision Repair Assist. I (AB51), Automotive Collision Repair Assist. II (AZ51), Automotive Engine Performance Tech. (AE51), Automotive Engine Repair Tech. (AE61), Automotive Refinishing Assist. II (AP71), Automotive Transmission/Transaxle Tech Specialist (AA71), Basic Shielded Metal Arc Welder (FS31), Basic Timber Harvesting (BT41), Certified Construction Worker (CCW1), Child Development Specialist (CD61), CNC Specialist (CS51), Commercial Wiring (CW31), CompTIA A+ Certified Preparation (CA61), CompTIA A+ Certified Technician Preparation (CA71), Crime Scene Fundamentals (CZ31), Diesel Electrical & Electronic Systems Technician (DE11), Diesel Engine Service Technician (DE21), Drafter's Assistant (DA31), Early Childhood Care & Education Basics (EC31), Electrical Lineworker (EL11), Emergency Medical Technician (EMJ1), Garden Center Technician (GC31), Gas Metal Arc Welder (GM31), Gas Tungsten Arc Welder (GTA1), Heavy Diesel Service Technician (HS31), Help Desk Specialist (HD41), Industrial Fluid Power Technician (IF11), Introduction to Criminal Justice (IT51), Landscape Specialist (LS11), Manufacturing Maintenance Fundamentals (MM11), Microsoft Office App. Professional (MF41), Microsoft Office App. Specialist (MF51), Microsoft Word App. Professional (MWA1), Mobile Electronics Technician (ME61), Office Accounting Specialist (OA31), **Prep Cook (PC51), Programmable Control Technician (PC81), **Shampoo Technician (ST11), Small Business Marketing Manager (SB51), Timber Harvesting Operations (THO1)

** Dual Enrollment Only

Applicants will be admitted to these programs if they have met regular diploma or certificate level score requirements or have met the requirements listed below:

Test	Reading	Writing	Numerical	Algebra
NEXT GENERATION ACCUPLACER	218	222	223	
CLASSIC ACCUPLACER	36	30	23	
ASSET	29	32	29	
COMPASS	46	15	17	
High School GPA	2.0			
TABE 9-10 (Levels M, D, or A)	461		442	
TABE 11-12 (Levels M & D)	501		496	

*The SAT was redesigned on March 1, 2016. The scores in the table above reflect scores from SATs taken after that date. For SAT scores before that date, a SAT Math score of 380 or higher for degree programs and 310 or higher for diploma programs exempts placement testing. For SAT Critical Reading scores before March 1, 2016, a score of 290 for degree programs and 270 for diploma programs exempts placement testing.

The following programs do not require a high school diploma:

Business & Customer Service Technician, Commercial Truck Driver, and Nurse Aid

General Reminders

- Bring a picture ID for entry into the testing lab
- Do NOT bring cell phones or children with you to the test
- Allow two to three hours to take test

Competitive Admissions Program

Some allied health diploma and degree programs have competitive entry processes that vary among programs. Contact the appropriate program director for specific information.

Competitive entry requirements for each program may be found on the CPTC Allied Health Program web page at <http://www.coastalpines.edu/programs/allied-health/> or contact the Admissions Office.

Special Considerations for Clinical/ Externship/Internship Programs

- Some clinical site facilities require a criminal background check for the purpose of clinical placements. Clinical placements are required components of the allied health program of study. All fees and expenses associated with a criminal background check are the responsibility of the student and are non-refundable.
- Some clinical site facilities require a drug screen for the purpose of clinical placements. Clinical placements are required components of the allied health program of study. All fees and expenses associated with a drug screen are the responsibility of the student and are non-refundable.
- Coastal Pines Technical College will not be responsible if, as a result of findings from a criminal background check, allied health students are not allowed at a clinical site or are not allowed to sit for the certification exam in their field or fail to secure employment.
- Coastal Pines Technical College will not be responsible if, as a result of findings from a drug screen, allied health students are not allowed at a clinical site or are not allowed to sit for the certification exam in their field or fail to secure employment.
- Any student who must take a prescription or over-the-counter medication that significantly alters his/her behavior or ability must notify the instructor and should not attend any clinical facility while under this medication.
- Any student suspected by the instructor or clinical personnel to be under the influence of alcohol or drugs while at a clinical facility may be requested to take a blood alcohol test or drug screen at the student's expense. The student will not be allowed to enter the clinical facility until favorable test results are available. A report indicating the use of alcohol or drugs/medications capable of altering behavior or ability may result in the student being permanently removed from the clinical facility, which may prevent completion of the program.

Major Changes

A student who desires to change from diploma status to degree status should consult his/her program advisor. The student must meet degree admissions requirements and complete the Major Change portion of the Student Information Change Form. Changes must be made prior to the effective term. Changing programs or award types may change HOPE/Pell eligibility. Students should always consult with the Financial Aid Office prior to this type of transfer.

Dual Majors

Coastal Pines Technical College students enrolled in a diploma program who desire to add an additional (dual) major may do so in a second diploma or technical certificate of credit program if all of the following criteria are met:

- the second program is in a related field
- regular admission status is achieved
- 50% or more of the primary diploma program has been completed
- program minimum grade point average (GPA) of 2.50
- The primary or secondary programs are not HOPE Career Grant eligible programs

Program Transfer

Students who want to transfer from one program to another within the college must follow these procedures:

- Receive career counseling from an advisor prior to program transfer
- Complete the Major Change portion of the Student Information Change Form