a. Students entering Labette Community College who are from the countries listed below must have a Tuberculosis 2 Step Test or QuantiFERON Blood Test completed in the United States or Canada.

b. Afghanistan, Bangladesh, Brazil, Cambodia, China, DR Congo, Ethiopia, India, Indonesia, Kenya, Mozambique, Myanmar, Nigeria, Pakistan, Philippines, Russian Federation, South Africa, Thailand, Uganda, UR Tanzania, Vietnam, and Zimbabwe

Transfer Students (those who have previously attended another US college)

1. Complete steps 1-5 above.
2. Complete the Transfer Eligibility Form and return to Labette Community College.

I-20 Information:

The I-20 is a Certificate of Eligibility for Non-immigrant Student Status for those who wish to study in the US The I-20 form must be taken to the American Embassy or Consulate when you apply for a Visa. More info can be found at http://www.ice.gov/SEVIS/becoming_nonimmigrant_student_52007.htm

Placement Testing (Procedure 3.22)

All degree-seeking students who plan to enroll for the first time in a College-level English or Math course at Labette Community College must provide placement scores from either a standardized test approved by the college (ACT, SAT, ACCU-PLACER, Compass) taken within the last 3 years, or a copy of a high school transcript within 3 years of graduation, or GED scores within 3 years of enrollment taken on the 2014 version. The ACCUPLACER test for each subject/discipline may be taken twice in a three-month period. Students who are enrolled in the recommended remedial course, based on their AC-CUPLACER score, may retake the test upon completion of the course. If the ACCUPLACER score falls into an appeal score zone, the student must follow the appeal process for that subject/discipline.

Students enrolled full-time at other colleges who wish to also enroll at LCC at the same time will be allowed to enroll in any course without being required to take the writing or reading placement exam. Students must provide unofficial transcripts or grade reports at the time of enrollment. To be placed into English or Math courses students must meet one or more of the criteria in the tables below.

Students requesting accommodations for ACCUPLACER testing due to their documented disabilities must contact the College's designated ADA coordinator at least two business days prior to their desired testing date. Students may contact the coordinator by phone at (620) 421-6700, ex. 1182, or in person in the Student Success Center on the main campus in Parsons. The coordinator will work with the SSC staff to ensure proper accommodations are in place for the student prior to testing.

Students may arrange to take a placement test by calling the LCC Student Success Center at (620) 421-6700, extension 1147, or by email at testing@labette.edu.

Composition Courses	ACT Score	SAT Score	ACCUPLACER	H.S. Transcript (within 3 years of graduation) Unweighted GPA	GED Score (within 3 years of enrollment using 2014 version)	Prerequisite
Reading & Writing Essentials (ENGL 097)	0-13	Verbal: 0-359	Classic: 0-39 Next-Gen: 0-234	<2.0 Cum GPA	<150 average score	

Accelerated Learning* (ENGL 090) or Pre-College Reading & Writing (ENGL 099) or English Comp 1 with Review** (ENGL 103)	14-17	Verbal: 360-449	Classic: 40-68 Next-Gen: 235-254	≥2.0 Cum GPA	≥150 average score	A grade of "C" or above in ENGL 097
English Comp 1 (ENGL 101)	18 or higher	Verbal: 450 or higher	Classic: 69 or higher Next-Gen: 255 or higher	≥3.25 Cum GPA or ≥3.0 Cum GPA & ≥3.0 Content GPA	≥165 avg. score or ≥160 avg. score & ≥160 content	A grade of "C" or above in ENGL 099

*Students enrolling in ENGL 090 must also enroll in the designated ENGL 101 companion course
**This course will be considered college-level Comp 1 with additional review.

Mathematic Courses	ACT Score	SAT Score	ACCUPLACER	H.S. Transcript (within 3 years of graduation) Unweighted GPA	GED Score (within 3 years of enrollment using 2014 version)	Prerequisite
Skills remediation with Adult Education	0-13	0-340	Classic: 0-29 Next-Gen: 0-210	N/A	<140 average score	
Beginning Algebra with Review (MATH 095)	14	340-409	Classic: 30-39 Next-Gen: 210-232	<2.0 Cum GPA	<140 average score	
Beginning Algebra (MATH 096)	15-16	340-409	Classic: 40-59 Next-Gen: 233-249	≥2.0 Cum GPA but <2.5 Cum GPA	<141 but <150 average score	
Intermediate Algebra (MATH 100)	17-19	410-479	Classic: 60-80 Next-Gen: 250-262	≥2.5 Cum GPA	≥150 average score	A grade of "C" or higher in MATH 095 or 096
College Algebra (MATH 115) or Mathematics for Education (MATH 111) or Elementary Statistics (MATH 120)	20 or higher	480 or higher	Classic: 81 or higher Next-Gen: 263 or higher	≥3.0 Cum GPA + ≥ 2.0 Content GPA	≥160 avg. score + ≥160 content score	A grade of "C" or higher in MATH 100
Trigonometry (MATH 125) or Matrix Algebra (MATH 121)	**21 or higher**	**500 or higher**	N/A	**≥3.5 Cum GPA + ≥ Final grade of B in Algebra II**	N/A	**A grade of "C" or higher in MATH 115**

Calculus I (MATH 130)	26 or higher	590 or higher	N/A	≥3.75 Cum GPA + ≥ Finale grade of C in Trig or Pre-Calc	N/A	A grade of "C" or higher in MATH 125
Allied Health Courses	**ACT Score**	**SAT Score**	**ACCUPLACER**	**H.S. Transcript (within 3 years of graduation)** **Unweighted GPA**	**GED Score (within 3 years of enrollment using 2014 version)**	**Prerequisite**
CNA (HEAL 121)	13 or higher	Verbal: 360 or higher	Classic Reading: 54 or higher Next-Gen: 240 or higher	≥2.0 Cum GPA	≥150 average score	N/A
CMA (HEAL 131)	Reading: 13 or higher and Math: 14 or higher	Verbal: 360 or higher and Math: 340 or higher	Classic Reading: 54 or higher Next-Gen Reading or Writing: 240 or higher AND Classic Math: 50 or higher Next-Gen Math: 237 or higher	≥2.5 Cum GPA	≥150 average score	KS CNA license
EMT (HEAL 142)	Reading: 13 or higher and Math: 14 or higher	Verbal: 360 or higher and Math: 340 or higher	Classic Reading: 54 or higher Next-Gen Reading or Writing: 240 or higher AND Classic Math: 50 or higher Next-Gen Math: 237 or higher	≥2.5 Cum GPA	≥150 average score	High School Diploma or GED or Senior in H.S.
Health Science Programs	**ACT Score**	**SAT Score**	**ACCUPLACER**	**H.S. Transcript (within 3 years of graduation)** **Unweighted GPA**	**GED Score (within 3 years of enrollment using 2014 version)**	**Prerequisite**
Nursing	Reading: 17 or higher	N/A	Classic Reading: 75 or higher Next-Gen Writing: 263 or higher	N/A	N/A	N/A

Placement Testing Procedures (Procedure 3.221)

RedZone

The RedZone is a portal to your information at LCC. The RedZone allows students to see their semester schedule, access their grades and unofficial transcript, view their progress in their classes, check out their billing statement, and access their financial aide information. Also, students will access their online/hybrid courses through the RedZone.

Students need their Student ID number and PIN to log on the RedZone. The Student ID number is found on the front of their Cardinal ID card. The PIN, password, is assigned by Computer Services. Students will receive a letter containing their PIN number after they get enrolled.

Information about logging on the RedZone is available on the LCC website.

Repeat Courses

Students may repeat a course one time without approval. Students who want to repeat a course for credit more than one time will need the approval from one of the following: VP of Academic Affairs, or the Dean of Instruction. The highest grade earned for the course will be used in GPA calculation; however, the prior grade will still appear on the transcript. Courses noted as repeatable may be repeated without approval. Students receiving financial aid should always check with the Financial Aid Department before repeating any course.

Residency (Policy 4.05)

Reverse Transfer

Beginning in the Fall of 2014, students who transfer to a Kansas public university from a Kansas public community college or technical college (or vice versa) are eligible for Reverse Transfer, which allows for the attainment of any associate degree for which one is eligible along the way to additional certificates and degrees.

Within a student's first semester, those who transfer coursework from a public university, community college or technical college will be notified if they are eligible to be considered for reverse transfer degree status, and which courses are needed to finish the related degree. Students who then complete the coursework for a given associate degree will be eligible to receive that degree, administered automatically by correspondence between the new institution and the university, community college or technical college the student last attended.

Contact the Registrar's Office of the institution which you are attending for more information. Visit http://www.kansasregents.org/transfer_articulation for more information.

Semester

Semesters: Labette Community College operates on an academic year that includes 3 semesters and when needed, one fall intersession. The fall and spring semesters each have 16 weeks of instruction, the summer semesters have 8 weeks of instruction. The fall intersession has 3 to 4 weeks of instruction and is a separate session that is between the fall and spring semesters.

Courses: Courses are measured using credit hours which is equal to the number of hours students are in class during one week. Students should expect to spend a minimum of two hours on out-of-class student work for every hour spent in the classroom.