Bluegrass Community and Technical College

Mandatory Placement Plan

2010 - 2011

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I. Placement Testing

A. All credential-seeking students with an ACT score below 18 in English, 19 in Math or 20 in Reading must take the appropriate COMPASS test. The first COMPASS test is to be administered free of charge. Charges may be levied for additional testing.

B. Students without ACT scores, or whose ACT scores are older than 3 years from the start of the semester, or who have not passed a college level course in the discipline must take the corresponding COMPASS test for the area in which they wish to take a college level class. COMPASS scores will only be valid for Mandatory Placement for 3 years.

C. High school students who wish to enroll at BCTC while still in high school, will take the appropriate COMPASS test if they do not have an ACT score of 18 in English, 19 in Math or 20 in Reading.

D. Each area will determine the COMPASS cut-off scores for courses in that area. These will be evaluated yearly.

E. Comparable ASSET scores may be substituted for COMPASS scores throughout the Mandatory Placement plan. A table of ASSET scores is given in Appendix B.

F. Students who transfer into BCTC with KYOTE scores may use these scores as a substitution for COMPASS scores within section II (Math Placement) of the Mandatory Placement plan. A table of KYOTE scores is given in Appendix C.

G. Non-credential seeking students are exempt from taking the COMPASS exam except to meet individual course pre-requisites such as those for entry-level English and mathematics courses.

H. Students who are required to take the COMPASS assessment for Reading or English, and who do not speak English as their first language, will take the COMPASS ESL assessment which consists of three parts: Reading, Grammar/usage, and Listening.

II. Math Placement

A. Students who have not earned credit for a college level math course must take the pre-algebra and/or algebra COMPASS exams if they have:
   1. No ACT or SAT scores available, or
   2. An ACT math subject score less than 19, or
   3. An SAT quantitative sub-score less than 472, or
   4. An ACT, SAT, COMPASS or ASSET score older than 3 years from the first day of class of the semester for which the student is registering, or
   5. Not received credit for the pre-requisite course.

B. Students will be placed in math classes based on the following COMPASS scores or ACT scores:

ACT or	SAT or	COMPASS Exam	Math Placement
21 or Higher	510 or Higher	Algebra 54 – 100	MA109 or any course listed below
19 – 20	472 – 509	Algebra 41 – 53	MA 111, MA 108R / MA 109 Combo course or any course listed below
* M * * *		Algebra 31 – 40	MA108R * or MT115, MT125, MT105, MT110, or any course listed below
		Algebra 16 – 30 or Pre-Algebra 41 – 100	MT065 or any course listed below
		Pre-Algebra 17 – 40	MT055
		Pre-Algebra 1 – 16	Refer to Adult Education (see section VI)

* MA108R is the only course in this list that will satisfy the prerequisites for MA109 or MA111

C. Students who place in two different courses based on their separate COMPASS Algebra and Pre-Algebra Domain scores may register for the higher of the two courses.

D. Students who have ACT scores or COMPASS scores found in the table below are eligible to enroll in accelerated paired courses called Combo courses. Placement into these Combo courses is not mandatory; the student always has the option to follow the placement into the regular developmental courses. Students who choose to enroll in one of the Combo courses must still continue to follow the appropriate sequence of math courses.

COMPASS Exam	Math Placement
Algebra 41 – 100	MA108R / MA109 Combo course
Algebra 23 – 40 or Pre-Algebra 60 – 100	MT065 / MA108R Combo course
Pre-Algebra 34 – 59	MT055 / MT065 Combo course

III. English Placement

A. Students without ACT/SAT scores or with an ACT English subject score of less than 18 or SAT Writing score of less than 430 with no COMPASS score on file will be given the COMPASS English assessment.

B. Students will be placed in English classes based on the following COMPASS scores:

ACT or	SAT or	COMPASS Exam	English Placement
18 or Higher	430 or Higher	70 – 100	ENG 101
		38 – 69	ENC 091
		21 – 37	ENC 090
		1 – 20	Refer to Adult Education (see section VI)

C. Advisors will place students in content classes based on their English placement (refer to course list in Appendix A).

IV. Reading Placement

A. Students without ACT/SAT scores or with an ACT Reading subject score of less than 20 or SAT Writing Score less than 490 with no COMPASS score on file, or who have not successfully completed a college level course will be given the COMPASS Reading assessment.

B. Students will be placed in reading classes based on the following COMPASS scores:

ACT or	SAT or	COMPASS Exam	Reading Placement
20 or Higher	490 or Higher	85 – 100	No reading placement
		78 – 84	CMS 185
		Students who pass DRE 030 or CMS 185 have completed their Reading placement requirement.	
		51 – 77	DRE 030
		44 – 50	DRE 010
		1 – 43	Refer to Adult Education (see section VI)

C. Advisors will place students in content classes based on their reading placement (refer to course list in Appendix A).

V. English as a Second Language (ESL) Placement

A. Grammar & Usage

1. ESL students without ACT/SAT scores or with an ACT English subject score of less than 18 or SAT Writing Score of less than 430 with no COMPASS score on file will be given the COMPASS/ESL Grammar/Usage assessment.

2. Students will be placed in ESL writing classes based on the following COMPASS scores:

ACT or	SAT or	COMPASS/ESL Exam	ESL Placement
18 or Higher	430 or Higher	94 – 100	ENG 101
		84 – 93	ESL 092
		63 – 83	ESL 091
		42 – 62	ESL 090
		1 – 41	Refer to Adult Education ESL (see section VI)

B. Reading

1. ESL students without ACT/SAT scores or with an ACT Reading subject score of less than 20 or an SAT Writing Score of less than 490 with no COMPASS score on file, or who have not successfully completed a college level course will be given the COMPASS/ESL Reading assessment.
2. Students will be placed in ESL reading classes based on the following COMPASS scores:

ACT or	SAT or	COMPASS/ESL Exam	English Placement
20 or Higher	490 or Higher	92 – 100	No Reading Placement
		86 – 91	ESL 030
		80 – 85	ESL 020
		65 – 79	ESL 010
		1 – 64	Refer to Adult Education ESL (see section VI)

C. Listening & Speaking

1. ESL students who are required to take the ESL COMPASS Grammar/Usage assessment or Reading assessment will also be required to take the ESL COMPASS Listening & Speaking assessment.

2. Students will be placed in ESL listening & speaking classes based on the following ESL COMPASS scores:

COMPASS/ESL Exam	English Placement
94 – 100	No listening/speaking placement
87 – 93	ESL 013
82 – 86	ESL 012
68 – 81	ESL 011
1 – 67	Refer to Adult Education ESL (see section VI)

D. International students with a TOEFL score below 500 must complete at least one level 3 course in the BCTC ESL program before they can enroll in any course without an ESL prefix. If a student has completed at least one level 3 course in the BCTC ESL program, and has the approval of the ESL coordinator, the student may petition a program/area coordinator for permission to enroll in a course without an ESL prefix and for which the student meets the mandatory placement requirements.

VI. Adult Education

BCTC Adult Education, located at Leestown campus, has created non-credit foundation skills courses for students referred to Adult Education Services based on their COMPASS scores. These courses are being offered free of charge to students and can be taken prior to or concurrent with enrollment in a developmental course. Students should call (859)246-6611 to schedule an enrollment session. Students are strongly recommended to enroll in the Foundation Skills courses based on the following COMPASS scores:

COMPASS Domain	Scores	Foundation Skills Course
MATH (Pre-Algebra)	1 – 22	MT 010
ENGLISH	1 – 20	ENEN 010
READING	1 – 44	RD 010

VII. Appeals Process

Students who wish to appeal their placement may do any of the following:

A. Retake the COMPASS exam for a fee (effective July 1, 2006). Exception: Fee waivers for a retake of the COMPASS exam are given to students who verify completion of Adult Education Remediation.

B. Complete an exam or assignment, approved and administered by the appropriate area (Math, English, Reading, or ESL). If the exam or assignment demonstrates the competencies required for the course appealed, the student will be able to by-pass that course. Results will be provided to both the student and the Advising and Assessment Center as to appropriate placement.

VIII. Advising

A. All entering general education and technical program freshmen will be advised by faculty or staff advisors.

B. Students in developmental reading or lower level developmental writing classes, including ESL, shall be limited to enrollment in BCTC content classes chosen from a select list-of classes (refer to course list in Appendix A) until they complete their developmental coursework. Students who enroll in courses for which they are not eligible are subject to removal.

C. It is the advisors and the students' responsibility to be knowledgeable about the course restrictions placed on students in developmental reading, lower level developmental writing or developmental math classes.

D. KAR 2:020 states that a student must enroll in the appropriate course(s) in the first two semesters that a student is enrolled.

IX. Assessment

A. Students successfully completing a developmental course (Math, English, Reading, or ESL) will proceed to the next course in the appropriate area sequence in the next semester enrolled.

B. Effectiveness of developmental activities and review of cut-off scores will be evaluated at regular intervals.

X. Approval Process

A. The Mandatory Placement (MP) Committee, on an annual basis, forwards the BCTC Mandatory Placement Plan to the BCTC Academic Standards and Admissions (ASA) Committee with recommended revisions:

1. Ensuring compliance between the BCTC Mandatory Placement Plan and the KCTCS Administrative Policies and Procedures Section 4.13 as well as the Council on Postsecondary Education,
2. Reflecting any course changes, program changes or school policy changes, and
3. Addressing new issues to best meet the students' academic needs.

B. The Academic Standards and Admissions (ASA) Committee makes recommendations to the Faculty Council concerning the BCTC Mandatory Placement Plan.

C. The Faculty Council, acting on behalf of the faculty, will vote for approval concerning the BCTC Mandatory Placement Plan.

Appendix A

Course List for Students Enrolled in Developmental Reading or Writing

Students taking developmental reading or writing will have limited choices. They will most likely be taking a math class and a writing class. To be a full-time student, they will need at least 12 hours. Recommendations are listed below with credit hours in parentheses.

Courses for Students Taking Developmental READING (DRE) besides writing & math:

DRE 010

ACH 100 Construction Document I (3)
DRE 015 College Study Strategies (3)
HSE 101 Intro to Health Sciences (1)
IMD 116 Keyboarding (2)
IMD 117 Keyboarding and Basic Word Processing (3)
NAA 100 Nursing Assistant Skills I (3)
OST 101 Keyboarding & Intro To Word Processing (3)
OST 110 Doc Formatting & Word Processing (3)
OST 130 Typography (3)
OST 213 Business Calculations (3)
OST 225 Intro. To Desktop Publishing (3)
OST 240 Software Integration (3)
OST 250 Advanced Desktop Publishing (3)
OST 255 Intro. To Business Graphics (3)
OST 272 Presentation Graphics (3)
SDC 100 College Survival Seminar (1)

DRE 030

All courses appropriate for DRE 010 (See list above) and
ACH 160 Bldg Materials & Constr I (3)
ACH 161 Bldg Materials & Constr II (3)
ACH 194 Visual Composition I (3)
ART 100 Introduction to Art (3)
MGT 120 Personal Finance (3)
MGT 160 Introduction to Business (3)
MGT 288 Self-Management (3)
CIT 103 Computer Literacy (1)
GE 101 Strategies for Acad. Success (3)
CJ 101 Intro. to Criminal Justice (3)
MUS 100 Introduction to Music (3)
OST 160 Records and Database Management (3)
IMD 100 Introduction to Information Systems (3)
KHP 100 Walking (1)
KHP 107 Fitness (1)
SW 124 Intro to Social Services (3)
CET 150 Civil Engineering Graphics (3)
SDC 102 Stress Management Seminar (1)
SDC 105 Career Planning Seminar (1)
SDC 109 Employability Skills (1)

Courses for Students Taking Developmental WRITING (ENC 090) besides math & reading:

ENC 090

ACH 100 Construction Document I (3)
ACH 160 Bldg Materials & Constr I (3)
ACH 161 Bldg Materials & Constr II (3)
ACH 194 Visual Composition I (3)
ART 100 Introduction to Art (3)
CLA 131 Medical Terminology (3)
DFT 102 Basic Drafting (4)
DFT 112 Engineering Graphics (4)
DRE 015 College Study Strategies (3)
GE 101 Strategies for Acad. Success (3)
HSE 101 Intro to Health Sciences (1)
IMD 100 Introduction to Information Systems (3)
IMD 116 Keyboarding (2)
IMD 117 Keyboarding & Basic Word Processing (3)
KHP 100 Walking (1)
KHP 107 Fitness (1)
MGT 120 Personal Finance (3)
MGT 160 Introduction to Business (3)
MUS 100 Introduction to Music (3)
NAA 100 Nursing Assistant Skills I (3)
OST 101 Keyboarding & Intro To Word Processing (3)
OST 110 Doc Formatting & Word Processing (3)
OST 130 Typography (3)
OST 160 Records and Database Management (3)
OST 213 Business Calculations (3)
OST 225 Intro. To Desktop Publishing (3)
OST 240 Software Integration (3)
OST 250 Advanced Desktop Publishing (3)
OST 255 Intro. To Business Graphics (3)
OST 272 Presentation Graphics (3)
PHI 120 Introductory Logic (3)
SDC 100 College Survival Seminar (1)
SDC 102 Stress Management Seminar (1)
SDC 105 Career Planning Seminar (1)
SDC 109 Employability Skills (1)
SW 124 Intro to Social Services (3)

Appendix B

Table of ASSET Placement Scores

Math – Elementary Algebra

Scaled Score	*Placement*
Elementary Alg: 47 – 55	MA 109 or any course listed below
Elementary Alg: 44 – 55	MA 111 or any course listed below
Elementary Alg: 39 – 46	MA 108R * or MT 115, MT 125, MT 105, MT 110, or any course listed below
Elementary Alg: 26 – 38	MT 065, or any course listed below
Numerical Skills Test	
42 – 55	MT 065, or any course listed below
29 – 41	MT 055
Below 29	Refer to Adult Education (see Section VI)

* MA108R is the only course in this list that will satisfy the prerequisites for MA109 or MA111

Writing

Scaled Score	*Placement*
41 – 54	ENG 101
35 – 40	ENC 091
23 – 34	ENC 090
Below 23	Refer to Adult Education (see Section VI)

Reading

Scaled Score	*Placement*
44 – 55	No Reading Placement
41 – 43	CMS 185
Students who pass DRE 030 or CMS 185 have completed their Reading placement sequence requirement.	
34 – 40	DRE 030
23 – 33	DRE 010
Below 23	Refer to Adult Education (see Section VI)

Appendix C

Table of KYOTE Placement Scores for Mathematics

Mathematics Placement Test (MP)

Scaled Score	***Placement***
MP: 27 – 30	*Refer to College Algebra (CA) Test Scores Below*
MP: 21 – 26	MA 108R * or MT 115, MT 125, MT 105, MT 110, or any course listed below
MP: 12 – 20	MT 065, or any course listed below
MP: 0 – 11	MT 055

College Algebra Test (CA)

Scaled Score	***Placement***
CA: 14 or Higher	MA 109 or any course listed below
CA: 12 – 13	MA 111, MA 108R/MA 109 combo course or any course listed below
CA: 7 – 11	MA 108R * or MT 115, MT 125, MT 105, MT 110, or any course listed below
CA: 0 – 6	MT 065

* MA108R is the only course in this list that will satisfy the prerequisites for MA109 or MA111