

Policy: Admissions	Number: 801.01
Date Revised: 09-01-17	Supersedes:
Cross Reference: <i>The Alabama Community College System Policy 801.01</i>	Issued: 09-01-03

1. **Admission Process**

- All applicants must be at least 16 years of age
- Recommended by the assigned correctional facility job board
- Complete and sign an ISTC admissions application
- Achieve the required score on the ACCUPLACER or Test of Adult Basic Education (TABE)
- Provide one (1) primary form of identification
- Although a high school diploma or GED is preferred, non-graduates may be enrolled in some occupational courses under the Admission by Ability to Benefit Criteria listed below

2. **Admission by Ability to Benefit**

All students seeking admission under this section must be assessed using the state-approved ACCUPLACER and/or Test of Adult Basic Education (TABE) assessment instrument. This test is given to assess academic levels in reading, language, and math. Students who do not meet the required entrance level scores on the TABE are referred to Developmental Studies. Students enrolled in developmental studies classes are closely monitored for successful academic progress and provided advisement as needed. Students are tested at the end of the semester to determine their ability to benefit for full-time enrollment in an occupational program. The ability to benefit is determined by an increase in the academic level of performance after one semester of developmental course work, by instructor advisement, and on-site program observation.