

**POLICY  
BOARD OF TRUSTEES  
MAYLAND COMMUNITY COLLEGE**

**Title: PLACEMENT TESTING**

**Type: ACADEMIC**

**POLICY NO: 1.022**

**Policy Adopted: April 10, 2000**

**EFFECTIVE DATE: 6-10-13**

**AMENDED DATE: 7-14-08; 6-10-13**

***Charles Ronald Kates***  
**Chairman**

**AUTHORITY: NCGS 115D-20(4)**

The Board of Trustees establishes the following policy to govern the use of placement testing at Mayland Community College.

1. Use of Testing and Placement Instruments

Placement tests shall be used only in the manner for which the publisher intended them, specifically, to place students in appropriate courses. Placement testing is mandatory for all students taking curriculum-level courses with a developmental prerequisite. Placement tests shall be offered at no cost to the student.

2. Approved Placement Tests

Mayland Community College will use placement tests that have been approved by the State Board of Community Colleges.

3. Multiple Measures

Mayland Community College uses multiple measures to determine students' readiness for college-level courses. If students can document successful completion of appropriate courses or demonstrate proficiency in prerequisite skills, they will be considered college ready and will not be required to take the placement test or enroll in developmental courses. Examples of documentation shall include ACT or SAT scores, AP Placement scores, High School GPA with appropriate track, or appropriate grades in transfer courses including developmental courses.

4. Guidelines for Re-Testing

The College will allow students to retake the placement test when any of the following conditions are met:

- a. One year has elapsed since the previous testing;
- b. The student took the test while still enrolled in high school;
- c. The student has successfully completed at least 70 hours in the subject area in the Learning Lab; or
- d. The student has successfully completed a developmental course in the subject area and has a written request from a counselor or faculty member that indicates valid reasons for retesting.

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All other requests for retest that do not meet the above conditions will be subject to the Placement Test Retest Fee, as described in the Student Fees Policy (MCC 2.001).

5. Minimum Placement Test Scores

The College will use the minimum placement test scores that have been approved by the State Board of Community Colleges.

6. Procedures

The Board authorizes the President to develop and enact any procedures that may be necessary for the implementation of this policy.