

2008-2009 COURSE PLACEMENT & TEST CARD FOR POSTSECONDARY CAREER AND TECHNICAL EDUCATION PROGRAMS

PROCEDURES FOR TESTING AND PLACEMENT CRITERIA FOR POSTSECONDARY CAREER AND TECHNICAL EDUCATION PROGRAMS

Depending on the program, MDC administers the TABE Complete Battery or Survey, Level A, Forms 9 and 10. Level D may be used if the completion level of the program is at the 9th grade level or less. Completion of a prescribed remediation program is suggested prior to retesting with a minimum 30-day period between retests. Note: Same TABE Form and Level must not be administered within a six month period. Remediation should include 60 hours of instruction between pre/and post-testing, using an alternate version of the TABE and at least 120 hours of instruction when using the same level and same form.

Minimum basic skills levels as grade equivalents in mathematics, language, and reading are defined in each career certificate program description adopted under Rule 6A-6.0571, and published annually by the Commissioner of Education in the document entitled, "Career Education Program Courses Standards." Refer to this document for minimum required basic skills grade levels to earn a certificate by program.

Agencies sponsoring career certificate seeking students may set higher requirements and exemptions for testing.

Students without sufficient English proficiency are referred to the Adult English for Speakers of Other Languages (ESOL) program.

REQUIRED TO TEST:

1. All first-time-in-program students who designate themselves as certificate-seeking in a program of 450 hours or more. Such students must complete an entry-level examination within the first six weeks of admission into the program.
2. All students whose TABE (or other approved examination) scores are more than two years old and have not been used for placement.
3. All students whose TABE (or other approved examination) scores are more than two years old and who have had a break in their enrollment of more than one year.

EXEMPTED FROM TESTING:

1. Students who have earned an associate degree or higher from an institution recognized by MDC (Except in specific situations such as certain programs sponsored by external funding agencies). Official documentation is required. Students with foreign degrees from non-English speaking countries must present passing TOEFL scores.
2. Students who present FCAT, SAT, ACT, or CPT scores which exempt them from college preparatory placement as outlined in Section I, Exemptions From Testing, Item #4 are exempt from testing for career certificate programs. Any score presented which is lower than the score needed for exemption will require the student to be tested on the appropriate TABE subtest(s).
3. Students who have completed the College-Level Academic Skills Test (CLAST) requirement pursuant to Section 1008.29 F.S. are exempt from testing for career certificate programs.
4. Students who present official scores on any of the state-approved examinations (including the CPT) which demonstrate the skill level required by the specific program. The scores must have been obtained within the past two years.
5. Students seeking entrance into the MDC School of Criminal Justice Corrections and Law Enforcement programs pursuant to Section 943.17(6) F.S. are exempt from entry-level basic skills testing. This exemption does not apply to the Florida Basic Abilities Test (F-BAT) requirement for entry into basic recruit training programs.
6. Students enrolled in a State approved apprenticeship program are exempt from the requirement of taking the TABE test. (2008 State Bill 1908 – Effective date TBA).

EXEMPTED FROM MEETING THE BASIC SKILLS EXIT SCORE REQUIREMENT ONLY:

Students who have earned a license from a State approved national, State, or industry agency are exempt from meeting the basic skills exit score requirement in the related program. The identified license has to be specific to the career and must be necessary in order to work in that field. Official license and documentation are required. (Initial and post-testing is required.) The list of licensure programs that exempt students from meeting this requirement is available in the campus Testing Department.