

PLACEMENT CRITERIA FOR ACADEMIC YEAR 2003-2004 MIAMI-DADE COMMUNITY COLLEGE

The State of Florida requires entry-level testing for students seeking Associate in Arts and Associate in Science degrees. Students whose native language is not English may be required to take another test to measure their English proficiency before entry-level testing is permitted. The State also requires institutions offering Postsecondary Vocational Certificate Education to test vocational students entering their programs. This year's Placement Criteria Document is divided into four parts: I. Placement Criteria for Degree and College Credit Certificate Programs; II. Criteria for Degree and College Credit Certificate-Seeking Students with Limited English Proficiency; III. Procedures for Testing and Placement Criteria for Vocational Credit Certificate Programs; and IV. Procedures for Testing and Placement Criteria for Adult General Education Programs.

I. PLACEMENT CRITERIA FOR DEGREE AND COLLEGE CREDIT CERTIFICATE PROGRAMS

The State of Florida requires each public college and university to obtain scores on one of the following test batteries for degree-seeking students prior to registration: Scholastic Assessment Test (SAT), American College Testing (ACT), or the Florida College Entry-Level Placement Test. The Florida College Entry-Level Placement Test consists of the Computerized Placement Test (CPT) and a paper-and-pencil version of the CPT. The term CPT will be used in this document to designate both forms of this test.

The State sets minimum scores below which college preparatory work is required in reading, writing, and algebra. Miami-Dade Community College (M-DCC) requires additional testing in mathematics depending on the score received on the algebra section of the CPT. Placement **scores are valid for two years**. A registration hold is in place to prevent student registration until scores are presented. **Further assessment may be conducted in courses**. Students may retest once on each subtest of the CPT for initial placement prior to enrollment in any course within that subject area.

REQUIRED TO TEST:

1. All degree-seeking first-time-in-college students and all college credit certificate-seeking students in programs with more than 12 credits. Such students may not register for any credit course at M-DCC until they have a set of complete scores on file. Note: This includes students who hold only a vocational credit certificate.
2. All students who register for any English or mathematics course.
3. All students who register beyond 12 cumulative credits.
4. All students seeking dual enrollment.
5. All students who took a placement examination more than **two** years ago and whose scores have not been used for placement decisions.
6. All students who took a placement examination more than two years ago whose scores were used for placement but who have not yet passed the course(s) into which they were placed or higher level course(s) in the same subject area.

EXEMPTED FROM TESTING:

1. Students who have earned an associate degree or higher from a regionally accredited institution. Official documentation is required.

**PLACEMENT CRITERIA FOR ACADEMIC YEAR 2003-2004
MIAMI-DADE COMMUNITY COLLEGE**

2. Students who have earned the required course grade based upon the chart below. Any course grade presented which is below that needed for exemption will require the student to be tested on the appropriate CPT subtest(s). Note: Exemption for courses not on the chart must be approved by the appropriate department chairperson. Official documentation is required.

Skill Area	Course	Grade
<i>Writing</i>	ENC 0021	S
	Any ENC 1000 or 2000 Level	A, B, C, S
	Any LIT 2000 Level	A, B, C, S
	SPC 1026	A, B, C, S
<i>Reading</i>	REA 0003*	S
	REA 1105	A, B, C, S
	ENC 1101	A, B
	ENC 1102	A, B, C, S
<i>Mathematics</i>	MAT 0020 or 0024	S
	MAT 1033	A, B, C, S
	QMB 2100	A, B, C, S
	Any (MAC, MAD, MAP, MAS, MGF, STA)	A, B, C, S

*Course number change from REA 0010 effective June 6, 2003.

3. Students who attend another college or university and are enrolling for courses to transfer to their primary institution (and who are not seeking a degree at M-DCC) are exempt from basic skills testing unless they enroll in an English or mathematics course.
4. Students who present SAT-I or ACT scores meeting State requirements (see table below). If multiple test results are on record, the highest subtest scores are used. Any score presented which is below that needed for exemption will require the student to be tested on the appropriate CPT subtest(s). For students presenting passing mathematics scores in specific score ranges*, the College-Level Mathematics subtest of the CPT will be used to determine placement into advanced mathematics courses (ex: MAC 1105, MGF 1106, etc.).

Skill Area	ACT	SAT-I
	Subtest Score	Subtest Score
Reading	Reading ≥ 18	Verbal ≥ 440
Writing	English ≥ 17	Verbal ≥ 440
Mathematics*	Math ≥ 19	Math ≥ 440

*Placement into MAT 1033 if ACT score is 19-20 or SAT-1 score is 440-499 or refer for CPT College-Level Mathematics subtest. If ACT score is 21 or higher or SAT-1 score is 500 or higher, placement into MAC 1105 or refer to Mathematics Department advisor for placement into other advanced mathematics courses (ex: MAC 1105, MGF 1106, etc.).

Notes:

Students who have already registered in a mathematics course (and are past the 100% refund deadline) are not eligible to take the College-Level Mathematics subtest without permission from the chairperson of the Mathematics Department.

If combined SAT-I score is 1,200 or more or composite ACT score is 26 or more, student may be eligible for Honors College.

5. Students who present a "college ready" high school diploma from a Florida public school are exempt from basic skills testing for two years following award of diploma. However, the College-Level Mathematics subtest of the CPT will be used to determine placement into advanced mathematics courses (ex: MAC 1105, MGF 1106, etc.).

**PLACEMENT CRITERIA FOR ACADEMIC YEAR 2003-2004
MIAMI-DADE COMMUNITY COLLEGE**

2003-2004 COURSE PLACEMENT GUIDE ⁽¹⁾

Reading		Writing	
<u>Reading Score</u>	<u>Required Placement</u>	<u>Writing Score</u>	<u>Required Placement</u>
20 - 50	REA 0001 ⁽²⁾	20 - 50	ENC 0002
51 - 70	REA 0002	51 - 70	ENC 0020
71 - 82	REA 0003*	71 - 82	ENC 0021
83 - 120	None Required ⁽³⁾	83 - 120	ENC 1101 ⁽³⁾
Mathematics			
Placement may be based on a combination of tests. Arithmetic scores are required for students scoring below the noted score on the Algebra subtest to determine placement for those students.			
<u>Algebra Score</u>	<u>Arithmetic Score</u>	<u>College-Level Mathematics Score</u>	<u>Required Placement</u>
20 - 71	20 - 29	Not Required	MAT 0002
	30 - 64	Not Required	MAT 0020
	65 - 120	Not Required	MAT 0024
72 - 89	Not Required	Not Required ⁽⁴⁾	Recommended Placement MAT 1033 ⁽³⁾
90 - 120 ⁽⁵⁾	Not Required	20 - 39	MAT 1033 ⁽³⁾
		40 - 62	MAC 1105 ⁽³⁾ , MGF 1106 ⁽³⁾ , MGF 1107 ⁽³⁾
		63 - 120	Refer to Math Department
<p>(1) Further assessment may be conducted in courses.</p> <p>(2) Students scoring at this level must see an advisor prior to registering.</p> <p>(3) If CPT scores are college-level in all skill areas, students may be eligible for Honors College.</p> <p>(4) College-Level Mathematics subtest available upon request. Students who have already registered in a mathematics course (and are past the 100% refund deadline) are not eligible to take the College-Level Mathematics subtest without permission from the chairperson of the Mathematics Department.</p> <p>(5) An algebra score in this range without a college-level mathematics subtest score places a student in MAT 1033.</p> <p>*Course number change from REA 0010 effective June 6, 2003.</p>			

Notes:

If scores on one or more of the subtests require college preparatory placement, students must enroll in at least one college preparatory course during their first term. **Students placing into college preparatory course work in one skill area are required to enroll concurrently in SLS 1505; students placing in two or more skill areas are required to enroll concurrently in SLS 1535. Students who have not satisfied college preparatory reading requirements may not enroll in college-level English even if their writing test score is 83 or higher.**

**PLACEMENT CRITERIA FOR ACADEMIC YEAR 2003-2004
MIAMI-DADE COMMUNITY COLLEGE**

II. CRITERIA FOR DEGREE AND COLLEGE CREDIT CERTIFICATE-SEEKING STUDENTS WITH LIMITED ENGLISH PROFICIENCY

Students without sufficient proficiency in English to take the CPT are required to take the English Placement Test (EPT) and be placed in the designated English as a Second Language (English for Academic Purposes (EAP)) course. This includes students with foreign degrees that were earned from an accredited institution where the official language of instruction is not English. A documented score of 550 on the paper-and-pencil Test of English as a Foreign Language (TOEFL) or a 213 on the computerized TOEFL exempts a student from EPT testing. CPT testing is required following EPT testing and/or completion of EAP courses. The following placement scores are currently in use:

EAP Placement Guide	
<i>EPT Raw Score</i>	<i>Course Placement</i>
0 – 10	EAP – Level 1*
11 – 30	EAP – Level 1
31 – 44	EAP – Level 2
45 – 58	EAP – Level 3
59 – 72	EAP – Level 4
73 – 86	EAP – Level 5
87 – 95	EAP – Level 6
96 – 100	Exempt from EAP
*Students scoring at this level will be strongly advised to enroll in alternative English language programs. Campus department may adjust initial placement based on a writing sample and/or oral interview. Further testing may be done in classrooms.	

III. PROCEDURES FOR TESTING AND PLACEMENT CRITERIA FOR VOCATIONAL CREDIT CERTIFICATE PROGRAMS

Depending on the vocational program, M-DCC administers the TABE Complete Battery or Survey, Level A, Forms 7 and 8 (Corrections, Fire, Law Enforcement, and Medical Programs currently use the Complete Battery). Completion of a prescribed remediation program is suggested prior to retesting with a minimum 30-day period after initial testing or between retests. An alternate form of the TABE is used for retests. Note: Level D may be used if the completion level of the program is at the 9th grade level or less.

Minimum basic skills grade levels in mathematics, language, and reading are defined in each vocational program description adopted under Rule 6A-6.0571, and published annually by the Commissioner of Education in the document entitled, "Vocational Education Program Course Standards." Program personnel should refer to this document for minimum required basic skills grade levels to earn a certificate by program.

Agencies sponsoring Vocational Credit Certificate seeking students may set higher requirements and exemptions for testing.

Students without sufficient proficiency in English are referred to Vocational English for Speakers of Other Languages (VESOL) programs. Refer to Section IV-C (page 7). M-DCC may accept official test scores from certified academic institutions and approved Training and Employment Council Agencies. Parameters for testing will be established between coordinating agencies.

**PLACEMENT CRITERIA FOR ACADEMIC YEAR 2003-2004
MIAMI-DADE COMMUNITY COLLEGE**

REQUIRED TO TEST:

1. All first-time-in-program students who designate themselves as certificate-seeking in a vocational 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 (e.g. Associate in Arts, Associate in Science, Associate in Applied Science, etc.) or higher recognized by M-DCC. (Exception Note: Except in specific situations such as certain programs sponsored by external funding agencies.) Official documentation is required.
2. Students who present passing SAT-I, 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 Vocational Credit Certificate programs. The student must have passing scores in all three subject areas.
3. Students who have completed the College-Level Academic Skills Test (CLAST) requirement pursuant to Section 1008.29 are exempt from testing for Vocational Credit 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.

EXEMPTED FROM EXIT TESTING ONLY:

Students who have earned a license from an approved national, state, or industry agency are exempt from the TABE exit testing requirement. The license has to be specific to the career and must be necessary in order to work in that field. Official license and documentation is required. (Note: Initial testing is required.)

IV. PROCEDURES FOR TESTING AND PLACEMENT CRITERIA FOR ADULT GENERAL EDUCATION PROGRAMS

M-DCC administers the TABE Survey Forms 7 and 8 with Locator. The TABE retesting guidelines in Section III are also followed for Adult Basic Education (ABE) and General Education Development (GED) programs.

Students without sufficient proficiency in English are referred to Vocational English for Speakers of Other Languages (VESOL) programs. Refer to Section IV-C (page 7).

**PLACEMENT CRITERIA FOR ACADEMIC YEAR 2003-2004
MIAMI-DADE COMMUNITY COLLEGE**

A. Placement Guide for Adult Basic Education (ABE):

The following placement scores are required for placement in the ABE programs:

ABE Placement Guide	
TABE Grade Equivalent	Required Placement
<i>Reading</i>	
4.0 – 4.9	n/a
5.0 – 5.9	n/a
6.0 – 8.9	EDU 094
<i>Language</i>	
4.0 – 4.9	n/a
5.0 – 5.9	EDU 083
6.0 – 8.9	EDU 084
<i>Math</i>	
4.0 – 4.9	EDU 073
5.0 – 5.9	EDU 073
6.0 – 8.9	EDU 074

Students whose TABE scores are below the minimum required levels are referred to other adult basic education programs or to other remediation programs offered by M-DCC. Information about these options will be provided to the student during the placement interview.

B. Placement Guide for General Education Development (GED) Preparatory Courses:

GED students should obtain a minimum 9.0 grade level equivalent on the TABE for each subject area in order to gain the most benefit from the GED preparatory courses. If a student scores a 9.0 grade equivalent or higher in reading and less than 9.0 in mathematics and/or language, the student can be enrolled in both GED and ABE programs of study.

Students are registered in EDU 075 – GED Preparatory – Comprehensive (Literacy Completion Point A-E) if they lack a State of Florida recognized high school diploma and meet one of the following criteria:

1. Have never taken the GED test.
2. Have taken the GED test, but have not passed any of the subtests.
3. Passed all of the subtests of the GED test without obtaining an overall passing score of 2250.

A student who has taken the GED test and failed at least one, but not all of the subtests, is enrolled in one or more of the following courses:

GED Prep Courses Placement Guide		
EDU 085	GED Preparatory – Language/Writing	LCP - A
EDU 078	GED Preparatory – Social Studies	LCP - B
EDU 079	GED Preparatory – Science	LCP - C
EDU 095	GED Preparatory – Literature/Reading	LCP - D
EDU 077	GED Preparatory – Mathematics	LCP - E

LCP = Literacy Completion Point

**PLACEMENT CRITERIA FOR ACADEMIC YEAR 2003-2004
MIAMI-DADE COMMUNITY COLLEGE**

C. Placement Guide for Vocational English for Speakers of Other Languages (VESOL):

M-DCC administers the TABE Survey (Reading and Language only) Forms 7 and 8 with Locator to place students into the appropriate course for their literacy level. Students will be placed based on the average of their reading and language scores on the TABE test as follows:

VESOL Placement Guide	
<i>TABE Grade Equivalent</i>	<i>Course Placement Level</i>
0.0 – 1.9	EDU 057 – ESOL Foundations
2.0 – 2.9	EDU 068 – VESOL A (Beginning)
3.0 – 5.9	EDU 069 – VESOL B (Intermediate)
6.0 – 8.9	EDU 070 – VESOL C (Advanced)

Eligible students who do not meet the placement criteria listed above for the VESOL program will be referred to other programs offered by the College (REVEST, non-credit intensive English, etc.) or to programs offered by Miami-Dade County Public Schools. Students transitioning from VESOL C to Vocational Credit Certificate programs are retested on the TABE following the testing guidelines in Section III in order to determine program eligibility.

Research and Testing Committee
Effective July 1, 2003
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