

Blue Mountain Community College Administrative Procedure

Procedure Title: Competitive Entry Program Admissions

Procedure Number: 07-2015-0008

Board Policy Reference: I.B. Educational Opportunities

Accountable Administrator: VP Student Affairs

Position responsible for updating: Director Enrollment Services/Registrar

Original Date: May 2015

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Revised: Reviewed:

Purpose/Principle/Definitions:

Blue Mountain Community College's allied health programs in nursing and dental each have a limited number of seats available to students. As a result, the college has developed competitive entry processes to support admission of high quality students to these programs.

Competitive Entry Program Admission Guidelines

- Admission requirements will be determined by the department
- Application materials, to include dates and deadlines, will be created by Enrollment Services in consultation with the department
- Content and form updates to the program web page will be done in collaboration with the department, Enrollment Services, and IT

Competitive Entry Program Admission Conditions

- 1. Must meet the minimum course pre-requisite and GPA requirements to apply for admission
- 2. Must be in good academic and financial standing with the college at the time of application and admission
- 3. Must complete application process within stated deadlines
- 4. Must pay applicable application and deposit fees within stated deadlines
- 5. Must meet other program entry requirements, such as criminal background check and immunization requirements, as required for the specific competitive entry program.

Competitive Entry Program Admission Procedures:

The student must complete and return the following within the specific program admission deadlines.

- The related competitive entry admission application
- If required, supporting documents

• Transfer students: official transcripts from regionally accredited colleges they wish to have coursework evaluated and considered. For nursing applicants: All regionally accredited colleges attended during the prior five (5) academic years.

Enrollment Services will:

- Create program specific applicant files
- Send an email to all applicants to confirm receipt of application and status of application (complete or incomplete).
- Send admission status letters as dictated by the specific program entry requirements
- In consultation with the department, send final admission letters to applicants earning a spot in the program
- Work with full admit students to register them in their first term courses
- Update the students degree intent in the system to reflect admission to the program
- If required, collect and maintain confirmation of measles immunizations as required by Oregon Administrative Rules 333-050-0010 through 333-050-0140

Forms: BMCC Competitive Entry Program Application for Admission