NEW COLLEGE OF FLORIDA
REGULATIONS MANUAL

CHAPTER 5 - Admissions and Financial Aid

5-1002 Undergraduate Admissions

(1) General. NCF is highly selective in admitting students. The College actively recruits individuals who meet the requirements of State of Florida BOG Regulations 6.001, 6.002, 6.004, 6.008, 6.009, and 6.018, and the requirements of this regulation, which are consistent with the mission of the College:

(a) Demonstrate above average ability, academic motivation and self-discipline;

(b) Will benefit from the demanding academic program and flexible curriculum;

(c) Demonstrate evidence of intellectual potential, strong academic preparation, self-motivation and initiative, tenacity, curiosity, and concern for others;

(d) Are eager to take responsibility for their own educations; and

(e) May positively impact the College community through contributing to:

1. the College's mission of attaining the educational benefits of diversity,

2. an active campus life, and/or

3. community engagement.

(2) Recruitment practices are guided by Ethical Practice of College Admission standards of the National Association for College Admission Counseling.

(3) Admissions Decisions. The Office of Admissions and Financial Aid makes undergraduate admissions decisions, subject to the institutional goals set by the College President and BOT. An applicant's completed application file will undergo review for a recommendation by an admissions counselor to gauge the extent to which the applicant demonstrates the academic ability, creativity, or talent to perform the required work within the College's academic program and the potential to succeed within and contribute to the College community. Admission of new students at all levels is on a selective basis within curricular, space and fiscal limitations. Minimum admission requirements for first-time-in-college applicants include a grade point average (calculated by NCF) of 3.0 or graduation from a Florida public high school in the top 20% (Talented Twenty) of their class; or a GPA of 2.5-2.99 while meeting college-ready scores through ACT, SAT, Florida PERT, ACCUPLACER, or Next-Generation ACCUPLACER. Satisfaction of minimum admission requirements does not guarantee acceptance. The selection process takes into consideration such factors as grades, test scores, pattern of courses completed, class rank, educational objectives, past conduct, and may take into consideration writing ability, school letters of recommendation, personal letters of recommendation, and personal records of involvement in activity outside the curriculum. An applicant's demonstrated interest in attending the College and allocation of limited guaranteed scholarship resources may also be considered as criteria for admission to NCF.

Final official academic records are required for enrollment, as indicated in BOG regulations. IN some cases, an incoming student's final official records may not be available in time for regular registration and enrollment (e.g.

documents subject to later availability due to request delay, scheduling, emergency conditions, pending changes, technology issues, or other special circumstances). In these cases, the student may be permitted to enroll for up to one semester payment period with incomplete and/or unofficial documents.

(4) Admission practices are guided by Ethical Practice of College Admission standards of the National Association for College Admission Counseling.

(5) Non-Discrimination in Admissions. The College encourages applications from qualified applicants without regard to race, color, religion, age, disability, sex, sexual orientation, gender expression, gender identity, national origin, marital status, veteran status or any other protected characteristic under the law. (As provided by law, the College does not discriminate in admissions based upon these characteristics.) The College's admissions criteria shall not be applied so as to discriminate against community college transfers with Associate in Arts ("AA") degrees from Florida College System colleges in favor of State University students who are applying for admission or plan to continue enrollment after the completion of sixty (60) semester credits at the lower division level. In accordance with BOG Regulation 8.007, for students who hold the AA from a public Florida College System school, NCF will recognize that students will have satisfactory completion of their Liberal Arts Curriculum course requirements; NCF will also recognize that they meet the SUS foreign language and civic literacy requirements, when these are documented on their official Florida College System postsecondary transcript; arrangements for occasional additional credit from their FCS institution once enrolled may be arranged with assistance from the NCF Office of the Registrar. Students enrolling without an AA who have more than 30 hours from a public Florida College System school may be able to earn that degree through reverse transfer credit, and will be instructed through orientation and advising sessions to consult with the NCF Office of the Registrar regarding that process.

(6) Substitution, Modification or Waiver of Admission Requirements

(a) In the case of applicants with disabilities, the College will grant reasonable substitution or modification of any admission requirement pursuant to BOG Regulation, where the College's Office of Student Disabilities Services reviews the documentation submitted by the applicant and assesses that the failure of the applicant to meet the requirement is due to his or her disability, and the College's President determines that substitution or modification does not constitute a fundamental alteration of the College's academic program. An applicant may appeal denial of admission through a written petition addressed to the Vice President of Enrollment Management; the petition will then be forwarded for review by the President of NCF. The President's decision on appeal shall constitute the College's final decision. Information on filing an appeal is provided in the denial of admission and in the admission portion of the NCF General Catalog.

(b) The Office of Admissions will consider for admission an applicant who does not fully meet minimum admission requirements but who has special attributes, special talents or unique circumstances that may contribute to a representative and diverse student body. If the applicant can reasonably be expected to do satisfactory work at NCF and has important attributes, special talents or unique circumstances that may contribute to a representative and diverse student body, the applicant may be admitted.

(7) Previously Degreed and Non-Degree Seeking Students. Enrollment in the undergraduate degree program is ordinarily not available to persons who already hold a bachelor's or advanced degree. Undergraduate course work is available to persons not admitted to the NCF degree program who enroll through approved exchange, or through permission granted by the Office of the Provost.

Authority: Article IX, Sec. 7, Fla. Constitution; Fla. Board of Governors Regulations 1.001, 6.002, and 6.003

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