

# University Policies

<b>Policy Name:</b> Mathematics Placement	<b>Effective Date:</b> July 1, 2008
<b>Custodian of Policy:</b> Vice President for Academic and Student Affairs	<b>Last Review:</b> September, 2002
	<b>Next Review:</b> September 2013

## Policy:

Students seeking enrollment in Math 112: College Algebra, Math 201: Elements of Mathematics I, or Stat 154: Elementary Statistics must demonstrate readiness to succeed in the course through one of the following means:

1. ACT mathematics sub-score of 19 or higher, or
2. ACCUPLACER Elementary Algebra Test score of 75.5 or higher AND ACCUPLACER College-Level Math Test score of 49.50 or higher.

Students not meeting one of these requirements are placed in Math 098: Intermediate Algebra.

Students seeking enrollment in courses beyond those listed above must demonstrate readiness to succeed in the course through one of the following means: ACT score, ACCUPLACER score, Descriptive Test of Mathematical Skills (DTMS) placement test score, or satisfactory completion (i.e. grade of C or better) of pre-requisite coursework, according to the chart below.

Course	Minimum ACT Math Subscore		Minimum Accuplacer Elementary Algebra Score		Minimum Accuplacer College Level Math Score		Minimum Accuplacer Calculus Readiness Score		Course Prerequisites
Math 112	19	Or	75.5	AND	49.5		N/A	Or	Successful completion of Math 098
Math 113	19	Or	N/A		63	Or	16	Or	Math 112 with "C" or better
Math 115	20	Or	N/A		86	Or	19	Or	Permission from dept. chair
Math 121	22	Or	N/A		103	Or	22	Or	Math 115 or both Math 112 and 113 with "C" or better
Math 130	20	Or	N/A		86	Or	19	Or	Math 112 or 115 with "C" or better
Math 201	19	Or	75.5	AND	49.5		N/A	Or	Successful completion of Math 098
Stat 154	19	Or	75.5	AND	49.5		N/A	Or	Successful completion of Math 098

NOTE 1: The Calculus Readiness test may be taken in addition to the ACCUPLACER instrument by students seeking to enroll in courses above MATH 112.

NOTE 2: Documented ACCUPLACER scores from any Minnesota State College and Universities (MnSCU) institution taken within two calendar years will be accepted.

NOTE 3: ACT scores, ACCUPLACER scores and DTMS scores that are more than two years old will not be accepted for mathematics placement.

## Procedures:

Students may substitute for the above requirements based on documentation of:

1. equivalent or higher scores on standardized college admissions tests, such as SAT quantitative scores, that report a separate mathematics sub-score within two calendar years;
2. successful completion of equivalent prior post-secondary education, such as course transfer evaluations or Cambridge International Examinations; or
3. enrollment exclusively in non-credit courses or programs.

Students requesting such substitutions should submit the documentation to the Chair of the Department of Mathematics and Statistics for evaluation. The evaluation will be based on nationally accepted concordances between the testing instruments and/or courses. The Chair of the Department of Mathematics and Statistics or designee should respond in writing to student requests within three weeks of receiving them.

## Procedure for Waiver

1. Students not meeting the requirements for enrollment in Math 112, Math 201 or Stat 154 may request a waiver to this policy.
2. Written requests for waivers to the policy must be submitted to the Chair of the Department of Mathematics and Statistics, and should include evidence of alternate means of demonstrating readiness for college algebra including but not limited to:
  - a. High school or recent post-secondary coursework which would indicate adequate preparation (transcripts or other records which include course titles, levels and grades are acceptable), or
  - b. Verification of extenuating circumstances which may have affected performance on previous exams.
3. Requests for waivers should be submitted by the following deadlines:
  - a. August 5<sup>th</sup> for fall semester enrollment,
  - b. December 1<sup>st</sup> for spring semester enrollment, and
  - c. May 1<sup>st</sup> for summer session enrollment.
4. The Chair of the Department of Mathematics and Statistics or designee should respond in writing to student requests within three weeks of receiving them.

5. Students whose initial requests are denied may submit a written appeal to the Dean of the College of Science, Engineering and Technology. The Dean should respond in writing, with a copy to the Chair of the Department of Mathematics and Statistics.

6. The Dean's decision is the final step in this appeal process

### **Policy Rationale:**

The purpose of the policy is to place students in a course that is developmentally appropriate to help ensure their long term success. Data suggests students not meeting these guidelines have a higher likelihood of having to repeat a course.