

BLUE MOUNTAIN COLLEGE

PROCEDURES

POLICY 2.03 ADMISSIONS

UNDERGRADUATE:

The Admissions Committee complies with the following standards and procedures for admissions in conjunction with the requirements for admission as stated in the *Blue Mountain College Catalog*.

1. All applicants are required to present an ACT score or a SAT score before given final admission. The residual ACT will be given at Blue Mountain College at the applicant's expense. Admission will be granted on the basis of high school GPA and ACT/SAT score.
2. One copy of the ACT/SAT score report of each student will be sent to the Office of the Registrar when the applicant's file is transferred and the second copy will be made available to the respective faculty advisor.
3. The Vice President for Enrollment Services is authorized to grant preliminary and final admission to transfer applicants who have completed twelve (12) semester hours or more with a GPA of 2.500 or above on a 4.000 scale based on face value of a student's transcript(s).
4. The Vice President for Enrollment Services is authorized to grant admission to students who have submitted an official passing GED providing that all other requirements are met.
5. The academic standing at the initial enrollment of new transfer students (including readmitted students who have attended other colleges subsequent to leaving BMC) will be determined by the cumulative face value grade point averages of all colleges attended and in accordance with the College's standards listed in Policy 2:18: Academic Standards as follows:

1.50 for students who have earned less than 30 semester hours (including transfer work)

2.00 for students who have earned 30 hours or more (including transfer work)

Transfer students not meeting these standards will enter Blue Mountain College on academic probation.

Transfer students who have been out of school for five or more years and with a GPA below 2.00 should write a letter of explanation for their current academic standing. The letter should include reasons for low grade performance and a description of how motivation toward earning a degree has changed. The letter will be evaluated by the Admissions Committee.

Transfer students making application and on academic suspension from the last college attended are not eligible for admission until they serve out the period of suspension. If admitted, the student will be admitted on academic probation.

6. Transfer credit earned at institutions that are accredited by The Association for Biblical Higher

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Education may be provisionally accepted. All regular policies pertaining to the admission of transfer students must be fulfilled. The student must maintain an average of "C" on all work taken during the first semester at Blue Mountain College in order for the credit from a Bible college to be accepted.

7. All other applicants will be reviewed by the admissions committee.
8. Current practice of offering preliminary admission only to those still enrolled in school will continue.
9. The Office of Admissions periodically submits electronic memos reflecting the decisions made by the Vice President for Enrollment Services.
10. Committee members will continue to review all other applicant files.
11. Any applicant who is denied admission to Blue Mountain College may appeal. The Office of Admissions will notify the applicant of the denial in writing and the applicant is allowed 10 days to appeal the decision. The following list gives the order in which student appeals are considered.
 1. Vice President for Enrollment Services
 2. Admissions and Academic Standards Committee
12. Applicants for readmission who have withdrawn either voluntarily or involuntarily after a threat or harm to himself/herself or others may appeal denial of readmission by presenting a written appeal to the Vice President for Academic Affairs (VPAA). The decision of the VPAA is final.
13. All transcripts with credit earned outside the country must be evaluated by an approved service. The following services are used by Blue Mountain College for evaluation of transcripts.

Education Credential Evaluators, Inc., P. O. Box 92970, Milwaukee, WI 53202-0970, USA. Fax: 414-289-3411; Phone: 414-289-3400.

World Education Services, Inc., P. O. Box 745, Old Chelsea Station, New York, NY 10113-0745. Phone: 212-966-6311 or 800-937-3895; Fax: 212-966-6395; E-mail: info@wes.org; Web site: www.wes.org

American Association of Collegiate Registrars and Admissions Officers (AACRAO), Office of International Education Services, One Dupont Circle, NW, Suite #520, Washington, D.C. 20036-1135. Phone: 202-296-3359; Fax: 202-822-3940; E-mail: ies@aacro.org Web site: www.aacrao.org

GRADUATE:

The Blue Mountain College Graduate Council complies with the following standards and procedures for admission in conjunction with the requirements for admission as stated in the Blue Mountain College Graduate Catalog.

1. The Dean of Graduate Studies is authorized to grant regular admission to applicants who present:
 - A. an official transcript verifying a bachelor's degree from a regionally accredited education

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- institution and cumulative grade point average of at least a 2.50 on a possible 4.00 on all undergraduate work presented for the baccalaureate degree,
- B. a photocopy of the initial level teaching certificate/license issues from the state in which they are certified, and
 - C. acceptable Standardized Test Scores on the Praxis II, GRE or MAT.
2. The Graduate Council may grant provisional admission (probationary period of one semester) when the applicant lacks any one of the following:
- A. undergraduate prerequisites
 - B. teaching certificate/license issues from the state in which they are certified
 - C. the required Praxis II, GRE, or MAT scores
 - D. the required undergraduate grade point average
3. The Vice President for Academic Affairs and the Dean of Graduate Studies may grant permission to an undergraduate to enroll in graduate courses but the student will not be allowed to take more than 12 semester hours including undergraduate work. The student must need no more than 9 semester hours to complete all of the requirements for a Bachelor's degree. Admission to the graduate program is not granted until the student fulfills the requirements for the undergraduate degree. The credit earned will not be applied to the Master's Degree until the student meets all the requirements for admission to the program.
4. International applicants must present acceptable English Proficiency Examination scores on the TOEFL (Test of English as a Foreign Language) or IELTS (International English Language Testing System). Acceptable TOEFL scores are a minimum of 500 paper-based, 173 computer-based and 61 Internet based. Six (6) is the acceptable score on the IELTS. IELTS is jointly owned by the British Council, IDP: IELTS Australia, and the University of Cambridge ESOL Examination.
5. All transcripts with credit earned outside the country must be evaluated by an approved service. The following services are used by Blue Mountain College for evaluation of transcripts:

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All policies related to admissions may be accessed from the Blue Mountain College Web site at www.bmc.edu/policies.

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REVISED BY THE ADMISSIONS COMMITTEE: September 10, 2008, June 1, 2006, April 7, 2006, February 2, 2006, October 7, 2005; April 28, 2005; January, 2005; June 18, 2004