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| Policy Number and Title: | 400.102 BMCC Placement Test (ACCUPLACER) | | |
| Approval Authority: | President | Date Effective: | August 5, 2015 |
| Responsible Office: | Library and Academic Affairs | Responsible Office Contact: | Library Director |

1. Policy Statement/Reason for Policy

All newly admitted students must schedule and complete the ACCUPLACER placement test OR provide results of previous testing OR have successfully completed college courses in mathematics and English. The results of the placement test are used for advising purposes only and will not affect admission status. The test results will determine the appropriate classes to be taken by the student.

2. ENTITIES AFFECTED BY THIS POLICY

New BMCC Students, Online Students, and Returning Students.

3. WHO SHOULD READ THIS POLICY

New BMCC Students, Online Students, and Returning Students.

4. WEB SITE ADDRESS FOR THIS POLICY

-This policy can be found at:

<http://www.bmcc.edu/about-bmcc/governance-administration/college-policies>

5. FORMS/INSTRUCTIONS

No forms required.

6. HISTORY

-Amended: August 5, 2015; Revised 12/6/17 Replaced Compass Test with Accuplacer Test

-Next Review Date: August 5, 2018

-BMCC reserves the right to revise policies at any time.

7. THE POLICY

BMCC Placement Test (ACCUPLACER) *Policies & Procedures*

New BMCC Students

All newly admitted students must schedule and complete the ACCUPLACER placement test OR provide results of previous testing OR have successfully completed college courses in mathematics and English. The results of the placement test are used for advising purposes only and will not affect admission status.

PANE students do not need to take the ACCUPLACER placement test unless they take a class outside the PANE program.

The first test is offered free of charge and students will receive two copies of their score report. Fees for further testing and copies of score reports can be seen below.

Online Students

Online students will follow the same policies as either the new or returning on-campus BMCC students. Because academic enrichment courses are no longer offered online, students who test into an AE class will have the choice of either registering for an on-campus AE course or retesting to try for a higher level course. The student will receive one (1) free retest and must wait at least thirty (30) days between all retests. Any further retesting will follow the fees listed below.

Returning BMCC Students

The following policies apply to students who have not attended classes for one or more semesters and are returning to BMCC.

ENGLISH

If your English classes were taken three (3) or more years ago, you will be required to take the English ACCUPLACER exam, consisting of both the reading and writing sections.

MATH

If your math classes were taken three (3) or more years ago, it is required you take the math ACCUPLACER exam, consisting of the pre-algebra section.

COMPUTER

If your computer classes were taken five (5) or more years ago, and you now wish to complete a degree requiring computer science courses you will be required to take the ACCUPLACER exam, consisting of all three sections of the exam.

ACCUPLACER Fees

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| Student wishing to retake the ACCUPLACER exam (Fee is the same amount regardless of how many sections of the test are taken) | \$5.00 |
| Student requesting a transcript copy of ACCUPLACER scores (If student has a HOLD-a copy will not be provided to them) | \$5.00 |
| Student requesting a copy be sent to another institution (If student has a HOLD-a copy will not be provided to them) | \$5.00 |
| Taking the test for admission at another institution (Student will need Student ID # from that institution) | \$10.00 |