



## Administrative Policy

<b>Policy Title:</b>	Admissions Preference		
<b>Policy Category:</b>	Student		
<b>Related Procedure(s)/ Guideline(s):</b>	<a href="#">Wisconsin Administrative Rule: Technical College System, Section TCS 10.07 - Program Admissions Priorities</a> <a href="#">Wisconsin State Statutes Section 38.22 – Admissions Requirements</a>		
<b>Policy Owner:</b>	Chief Student Services Officer		
<b>Date Approved:</b>	9/8/09		
<b>Review Dates:</b>		<b>Revision Dates:</b>	8/29/23
<b>Policy Scope:</b>	Students		
<b>Policy Statement:</b>	<p>The College may admit full-time, part-time, on-campus, off-campus and alternative delivery students who meet general College and program admission requirements. A student must qualify for entrance according to the type of program in which the student wishes to enroll and upon determination of ability to benefit.</p> <p>The College will prioritize admissions as follows:</p> <ol style="list-style-type: none"> <li>1. District residents who apply and qualify for admission on or before:             <ul style="list-style-type: none"> <li>○ January 1 for the following fall semester</li> <li>○ May 1 for the following spring semester</li> <li>○ October 1 for the following summer semester</li> </ul> </li> <li>2. After the dates specified in (1) for district residents, non-district state residents shall have priority equal to district residents for program admissions.</li> <li>3. Non-state residents shall be admitted to district programs after district and non-district state residents, as spaces remain available.</li> <li>4. If a program is jointly sponsored by the College and another technical college, the number of students from each sponsoring college who are able to be considered as residents of the district at which the program is</li> </ol>		

offered is determined by agreement between the colleges.

5. Applications for collegiate transfer programs, as defined in Wis. Stat. 38.01(3), shall be considered for admission without respect to their residence category.
6. Students who apply for college admission under interstate reciprocity agreements shall be considered for program admission based on the residence category established for students by the terms of the applicable reciprocity agreement.

District and non-district state residents who are not admitted because of program capacity limitations will be given the option to be placed on the waiting list for the next available program admission if they inform the College, in writing, that they wish to exercise this option. Waiting list applicants shall have priority over all other applicants for admission in subsequent terms and shall be admitted to the program in the order of their original application. Applicants not exercising the option to be placed on a waiting list at the time they are first informed of the option, who later apply for admission, shall be placed on a waiting list with admission priority determined by the date of such placement. Waiting list applicants may renew their waiting list status for each subsequent term until admission is achieved.

Out-of-state applicants, other than those who are applying under a reciprocity agreement, are not placed on waiting lists. In-state out-of-district applicants who elect to be placed on the waiting list and renew their waiting list status would have priority over any out-of-state applicants for as long as they remain on the waiting list.