

NORTHWEST VISTA COLLEGE  
PROCEDURE

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<b>Procedure Number:</b>	SS 2.1.5
<b>Procedure Title:</b>	Admissions

**1. PURPOSE**

Northwest Vista College (NVC) has an open door admissions policy that provides all individuals with an opportunity to access higher education (Board Policy F.2.1). The purpose of this procedure is to ensure that all individuals have access to higher education.

There are no minimum admissions requirements (i.e. minimum entrance exam scores, minimum GPA or class ranking, etc.). As a Federal Equal Employment Opportunity (EEO) institution, the College admits students without regard to race, religion, gender, national origin, age, disability, veteran status, genetic information or sexual orientation.

Admissions classifications can be found below.

**2. GENERAL ADMISSION PRACTICES**

- 2.1 Prospective students would apply to Northwest Vista College via the no-cost, online application available at [www.applytexas.org](http://www.applytexas.org).
- 2.2 Once the application has been downloaded into our Student Information System (Banner)
- 2.3 A new application may be required for anyone who applied but did not register and for former students who stopped out for one calendar year or more. Students missing the application deadline for a regular fall or spring term (16-week session) may apply for the Start II or Flex II part of term within that same term.
- 2.4 Students must also meet program-specific admission criteria which can be found on the Academics Find Your Program website.
  
- 2.5 In addition, students must meet federal and state regulatory requirements and any professional standards regarding admissions to the College or specific programs.

**3. ADMISSIONS CLASSIFICATIONS AND ADMISSION REQUIREMENTS:**

<b>Classifications</b>	<b>Admission Requirement(s)</b>
High School GED Admissions/High School Equivalency Admissions Home Schooled Admissions Transfer Transient Returning/Former Senior Citizen Audit Admission	Submit application for admission through <a href="https://www.applytexas.org/">https://www.applytexas.org/</a>

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<p>Early Admission</p>	<p>Submit application for admission through <a href="https://www.applytexas.org/">https://www.applytexas.org/</a></p> <p>Complete the sophomore year of high school or the home school equivalent by the start of the academic year enrolled.</p> <p>Complete and submit the Early Admit form to the Enrollment Services /Admissions and Records office</p> <p>Submit a letter of recommendation from a counselor or designee and parental approval addressing the applicant's maturity and ability to function well in a college environment.</p> <p>Submit official high school transcript of coursework completed prior to registration at the College</p> <p>Demonstrate college-level ability in the subject area(s) requested</p>
<p>Dual Credit</p>	<p>Submit application for admission through <a href="https://www.applytexas.org/">https://www.applytexas.org/</a></p> <p>Provide parental consent and high school counselor approval</p>

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	<p>Home schooled students must submit a notarized transcript</p> <p>Demonstrate college-level ability in the subject area(s) requested</p> <p>Be TSI exempt (or compliant) and meet the basic skills required for specific dual credit courses</p> <p>Provide proof of residency if requested to correct your student record</p>
International Admission	<p>Submit application for admission through <a href="https://www.applytexas.org/">https://www.applytexas.org/</a></p> <p>Submit the International I-20 Application.</p> <p>Applicants on an F-1 visa who wish to concurrently enroll with this institution must also submit the International: Concurrent Application.</p> <p>Applicants who currently hold a non-immigrant visa that are eligible to study in the United States must also submit the International: Other Visa Application.</p> <p>All international applicants must follow the admission steps outlined for their visa type on the International Student webpage.</p>

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	<a href="https://www.alamo.edu/nvc/admissions-and-aid/how-to-apply/international-students/">https://www.alamo.edu/nvc/admissions-and-aid/how-to-apply/international-students/</a>
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Contact for Interpretation: *Director of Enrollment*

<b>Relevant Board Policy:</b>	F.2.1 (Policy) Student Enrollment Requirements F.2.1.2 (Procedure) Early Admissions of High School Students
<b>Relevant SACSCOC Documents:</b>	SACSCOC 10.5 Admissions Policies and Practices
<b>Originating Unit:</b>	Admissions and Records Office
<b>Maintenance Unit:</b>	Admissions and Records Office
<b>Implementation Date:</b>	June 2021
<b>Revision Date:</b>	January 2024