

Academic Affairs Manual (ACD)

ACD 305–03: Changes in Program or College Admission Standards

Effective: 4/16/1986

Revised: 7/1/2011

Purpose

To assure, for all proposed changes in program or college admission standards, appropriate coordination between colleges, satisfactory assessment of the reasons for proposed changes, and an ample review of potential effects on university enrollments

Sources

Arizona Board of Regents Policy Manual - 2-101

Office of the Provost of the University

Background

Altered admission standards in one college often affect enrollment patterns in other colleges—and may affect overall university enrollments.

Policy

Changes in Degree Program Admission Standards

Degree program quality and the needs of the university serve as the guiding principle in evaluating proposed changes to program admission standards. Such changes must be reviewed and a recommendation made by the program faculty, chair/director, and dean; recommendations must be forwarded to the provost of the university for a decision.

Changes in College Admission Standards

Changes in college admission standards must be reviewed and a recommendation made by program faculty, college faculty, dean; recommendations must be forwarded to the provost of the university for a decision. Proposed changes in admissions to graduate programs must also be reviewed and a recommendation made by program faculty and the vice provost for Graduate Education and forwarded to the provost of the university for a decision. Changes approved by the university are announced and reported as required by ABOR policy.

Responsibility of the Dean

The dean of the college proposing the change in program or in college admission standards is responsible for assuring that questions of rationale, coordination, and enrollment impact have been addressed satisfactorily.

Some Considerations for Revising Admission Standards

1. What is the purpose of changing the required SAT/ACT scores or the grade point average necessary for acceptance into the program?
2. What are the assumptions, standards, and justifications for adopting new admission requirements?

3. What is the expected five-year impact on student enrollment in the college or program and what assumptions are involved in the calculation of this impact?
4. Will the change in admission standards affect other colleges and programs at ASU (e.g., required courses to be taken in another unit or students shifting to related majors)?
5. Has the proposed change in admission requirement been reviewed with the appropriate Admissions Office (undergraduate and/or graduate) relative to the effect on future applicants, the processing of applicant files, and the outreach efforts needed for public awareness of policy changes?
6. Have deans of other colleges affected by this change assessed its impact, including the vice provost for Graduate Education if changes in a graduate program are proposed?

and

7. What effect is this change likely to have on other Arizona universities?