

NACCAS' Policies
Effective August 13, 2011

Policy IV.01:

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Revised 7/8/11

ADMISSION POLICIES AND PROCEDURES:
ADMISSIONS POLICY

NACCAS requires each institution to have in place an admissions policy that identifies all requirements that a prospective student must meet prior to enrolling in, and beginning a specific program of study. Required documents must be maintained in each student's file. Criterion 2 states:

The school's admission policies require that each admitted student meet one of the following:

- a. Have a high school diploma, or its equivalent, a transcript showing high school completion, or a certificate of attainment (only applicable for non-Title IV recipients), ~~or self-certification~~; or
- b. Have a state-issued credential for secondary school completion if homeschooled; or
- c. Have the ability-to-benefit from the training, according to the NACCAS Ability-To-Benefit Policy.
- d. If enrolled under a training agreement with a government agency, school district, and/or other entity, meet the admission requirements set out in the training agreement and/or applicable state licensing or certification regulations.

High School Diploma/GED

NACCAS recognizes several equivalents to a high school diploma:

- A GED;
- A certificate demonstrating that the student has passed a state-authorized examination that the state recognizes as the equivalent of a high school diploma;
- An academic transcript of a student who has successfully completed at least a two-year program that is acceptable for full credit toward a bachelor's degree; or
- For a student who enrolls before completing high school, a high school transcript indicating the student has excelled in high school. The student must no longer be enrolled in high school, must satisfy your school's written policy for admitting such students, and must be starting a program that leads at least to an associate's degree or its equivalent.
- ~~• For a student who is unable to provide the actual documentation of high school completion or receipt of a GED certificate, students may self-certify their educational degree/certification by signing a notarized statement listing the name and address of the secondary school attended, and the approximate date they graduated or were awarded a GED certificate, if the institution's policy allows for it.~~

Homeschooling

Though homeschooled students are not considered to have a high school diploma or equivalent, they are eligible for admission into a NACCAS-accredited school, if the school's policy so states, and if their secondary school education was in a home school that state law treats as a home or private school. Some states issue a secondary school completion credential to homeschoolers. If this is the case in the state where the student was homeschooled, she must obtain this credential in order to be eligible for enrollment.