

IV. ADMISSIONS POLICIES AND PROCEDURES

The school has published student admissions policies that are appropriate for the educational program(s), and the school follows these policies.

CRITERIA

- D 1. The school's admission policies require that each student meet one of the following:
 - a. Have a high school diploma, or its equivalent, or a certificate of attainment (only applicable for non-Title IV recipients); or
 - b. Be above the age of compulsory school attendance in the state in which the school is located and fulfill criteria for admission as a student who has the ability to benefit from the training, according to the NACCAS Ability to Benefit Policy; or
 - c. 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.

- D 2. A limited number of secondary students who are not enrolled under a training agreement as described in item 2(c) above (no more than 10% of the number of students enrolled in a year) may be admitted if they successfully complete a pre-enrollment exam in compliance with the NACCAS Ability-to-Benefit Policy and obtain permission in writing from the secondary school in which they are enrolled.

- D 3. Before accepting an applicant for admission, the school provides the applicant with a copy of the school catalog. The catalog may be a printed copy, web-based, or in any other media format. The catalog must be in the language in which the program will be taught and meet the NACCAS Catalog Requirements.

- D 4. Before enrollment each applicant is provided with current written information that is available through printed copy, web-based, or any other media format in the language in which the program will be taught, that accurately describes:
 - a. Completion rates for students in the school;
 - b. Pass/fail rates of school graduates on certification or licensing examinations (if either is required to practice);

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- c. Placement rates of the school's graduates;
 - d. Compensation a successful graduate may reasonably expect;
 - e. The physical demands of practicing the profession;
 - f. Safety requirements for the profession;
 - g. Certification or licensing requirements for the jurisdiction in which the school is located, or for which it is preparing graduates.
- D 5. The school prepares an enrollment agreement for each applicant in the language in which the program will be taught. The enrollment agreement must comply with the NACCAS Enrollment Agreement Requirements. A copy of the agreement must be provided to the student or legal guardian if the student is a dependent minor. The agreement gives complete information on the total cost of the program. A copy of the completed enrollment agreement is maintained by the school.
- D 6. The school's admission policies clearly state:
- a. How credit for training or education received at another school is applied to the receiving school's requirements for graduation (including the possibility that no such transfer credit is granted);
 - b. That the school does not discriminate on the basis of sex, age, race, color, religion, or ethnic origin in admitting students; and
 - c. That the school does not recruit students already attending or admitted to another school offering a similar program of study.
- D 7. The school's practices are consistent with its admissions policies and requirements.
- D 8. Advertising of financial aid includes a qualifying statement (e.g. financial aid available for those who qualify).