

# Asheville-Buncombe Technical Community College (A-B Tech) Policy Manual

## Policy 801: Admissions

It is the policy of the Board of Trustees to maintain an open-door institution, which accepts all applicants who have graduated from high school, hold a high school equivalency (HSE) or adult high school diploma, are at least 18 years of age or older, are emancipated minors, or dual enrollment students. High school graduation or the equivalent from a valid institution or Ability to Benefit (ATB) eligibility is required for Financial Aid purposes.

1. Some programs in the Allied Health Division are selective and typically require the high school credential. Admission to these programs is competitive or limited.
2. Individuals granted Deferred Action for Childhood Arrivals are eligible for admissions based on the qualifications and limitations listed below:
3. Attended and graduated from a United States public high school, private high school, home school and/or adult high school that operates in compliance with state or local laws or completed a high school equivalency diploma.
4. Must be charged out-of-state tuition and are not considered a North Carolina resident for tuition purposes.
5. Will be advised that federal and state laws prohibit states from granting professional licenses.
6. Must comply with all federal and state laws concerning financial aid.
7. Undocumented immigrants are eligible for admission based on the qualifications and limitations listed below:
	1. Attended and graduated from a United States public high school, private high school, home school and/or adult high school that operates in compliance with state or local laws.
	2. Must be charged out-of-state tuition and are not considered a North Carolina resident for tuition purposes.
	3. Will be counseled that federal and state laws prohibit states from granting professional licenses to undocumented students.
	4. Students lawfully present in the United States shall have priority over any undocumented immigrant in any program of study when capacity limitations exist.
	5. Must comply with all federal and state laws concerning financial aid.
8. The College will refuse admission to any applicant when it is deemed necessary to protect the safety of the applicant or other individuals. When making this safety determination, the College shall refuse admission to an applicant only when there is an articulable, imminent, and significant threat to the applicant or other individuals. In this case, the College shall document the following:
	1. Detailed facts supporting the rationale for denying admission;
	2. The time period within which the refusal to admit shall be applicable and the supporting rationale for the designated time period;
	3. The condition upon which the applicant that is refused would be eligible to be admitted.
9. The College has an appeals process for applicants denied admission pursuant to this policy.
10. The College will refuse admission to any applicant who is not a resident of North Carolina who seeks enrollment in any distance education course if that applicant resides in a State where the College is not authorized to provide distance education (per NC-SARA guidelines).
11. Ability to Benefit (ATB) testing is required to receive Financial Aid in an eligible career pathway program. Eligible career pathway programs do not include College transfer programs or competitive or limited Allied Health programs which require the high school credential for professional or program accreditation or credentialing. Students must consult with College Academic Advisors in the Bailey Student Services Building before pursuing this option to discuss required College placement assessment score levels which allow ATB to be utilized for financial aid purposes.
12. Effective March 1, 2016, the College will require proof of eligibility to possess a firearm to enroll in Basic Law Enforcement Training (BLET). Certified local law enforcement agency sponsorship is required for admission to the BLET program. Proof of eligibility for firearm possession will include:
13. Any current, valid State-issued permit to purchase a firearm;
14. A current, valid State-issued concealed carry permit from North Carolina;
15. A current, valid State-issued concealed carry permit from a state with a reciprocal concealed carry agreement with North Carolina;
16. Proof of an exemption from permit requirements pursuant to G.S. 14-415.25; or
17. A background check that is determined by the College. The sole purpose of the background check shall be to determine whether an applicant can lawfully possess a firearm in North Carolina pursuant to G.S. 14-269.8, G.S. 14-404(c), G.S. 14-415.1, G.S. 14-415.3, and G.S. 14-415.25.

## Scope

Applies to all applicants for curriculum instruction.

## Definitions

Ability to Benefit: A term used in the context of post-secondary education in the United States to refer to students who have sufficient competency to benefit from post-secondary education, but do not have a high school diploma or High School Equivalency.

Applicant: An individual who has completed and submitted an application for admission.

Admitted Applicant: An individual who has completed and submitted an application for admission and been assigned an ID through the College’s student database system. Acceptance is acknowledged by an email sent to admitted applicant.

Articulable: A clearly and specifically expressed word or action.

Imminent: Likely to occur at any moment.

Significant: Likely to have a major effect.

DACA Student: An individual who has met certain guidelines under the Deferred Action Childhood Arrivals program and is lawfully present for a specified time period. A DACA student does not fit the definition of an undocumented immigrant during this period of deferral.

NC SARA: National Council for State Authorization Reciprocity Agreements

Undocumented Immigrant: Any immigrant who is not lawfully present in the United States, as defined by the federal immigration classifications.

Curriculum: Courses required in a program of study.

## References

Authority G.S. 1D SBCCC 400.2, 115D-1; 115D-5; 115D-20

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Reviewed by the Executive Leadership Team, December 5 and 14, 2012, February 17, 2016, and July 26, 2017

Reviewed by the College Attorney, April 16 and December 28, 2012, February 18, 2016, and July 27, 2017

## Owner

Vice President for Student Services, Ext 7146

See Admissions Procedure

Approved by the Board of Trustees on August 7, 2017.