ACADEMIC PLACEMENT

Placement Test Requirements
The California State University requires that each entering undergraduate, except those who qualify for an exemption, take the CSU Entry Level Mathematics (ELM) examination and the CSU English Placement Test (EPT) after admission and prior to enrollment. These placement tests are not a condition for admission to the CSU, but they are a condition for enrollment. These examinations are designed to identify entering students who may need additional support in acquiring college entry-level English and mathematics skills necessary to succeed in CSU baccalaureate-level courses. Undergraduate students who do not demonstrate college-level skills in English and/or mathematics should enroll in appropriate developmental courses or programs during the first term of their enrollment.

English Placement Test (EPT)
Purpose of the EPT
The EPT is designed to assess the level of reading and writing skills of undergraduate students entering Cal Poly so that they can enroll in appropriate composition courses. Those undergraduate students who do not demonstrate college-level skills on the EPT are then advised to enroll in courses or programs designed to help them attain those skills. The EPT is not a condition for admission to the CSU, but it is a condition for enrollment at Cal Poly. Students may take the EPT only once. It may not be repeated.

Who Must Take the EPT
The CSU EPT must be completed by all non-exempt entering undergraduates prior to enrollment in any course, including remedial courses. Students who score 147 or above on the EPT are placed in college-level composition classes. Exemptions from the EPT are granted only to those who present proof of one of the following:

- A score of 500 or above on the critical reading section of the College Board SAT Reasoning Test.
- A score of 22 or above on the American College Testing (ACT) English Test.
- A score of 3 or above on either the Language and Composition or Composition and Literature examination of the College Board Scholastic Advanced Placement Program.
- Completion and transfer of the credits for a college course that satisfies the General Education A1 requirement in English Composition, provided such a course was completed with a grade of C or better.
- A score of “Exempt” or “Ready for college-level English courses” on the CSU Early Assessment Program (EAP) taken along with the English Language Arts California Standard Test in grade 11.

REGISTRATION HOLDS/DISENROLLMENT
CSU Trustee policy requires that all non-exempt students take the EPT examination after admission and before enrollment in the CSU. At Cal Poly, failure to take the EPT examination or show documented exemption before enrollment results in a hold on registration privileges and may lead to disenrollment from the University.

Information about the EPT is mailed to all students subject to the requirement. The materials also may be obtained from the Test Office website: www.testoffice.calpoly.edu.

Remediation
All students who score below 147 on the EPT are required to enroll in Cal Poly’s Writing and Rhetoric Stretch Program during their first year of coursework. Students who do not make adequate progress in completing the program during their first year of enrollment face disqualification from the University.

In the Writing and Rhetoric Stretch Program, students complete two quarters of coursework as a cohort with the same instructor. Coursework is taken in the following sequence:

- First, students enroll in either ENGL 102: Basic Writing or ENGL 113: Basic Writing for English as a Second Language Students
- After earning credit for either ENGL 102 or ENGL 113, students enroll in ENGL 103: Writing Lab Tutorial concurrently with either ENGL 134: Writing and Rhetoric or ENGL 133: Writing and Rhetoric for English as a Second Language Students.

Note: Failure to complete successfully ENGL 102/ ENGL 113 or ENGL 103 results in a grade of F in ENGL 134/ ENGL 133.

Upon successful completion of the Writing and Rhetoric Stretch Program, students fulfill their remediation requirement and earn credit in GE Area A1.
Entry Level Mathematics (ELM) Exam

Purpose of the ELM

The ELM examination is designed to assess the skill levels of entering CSU students in the areas of mathematics typically covered in three years of rigorous college preparatory courses in high school (normally Algebra I, Algebra II, and Geometry). Undergraduate students who do not demonstrate college-level skills are advised to enroll in courses or programs designed to help them attain these skills. The ELM is not a condition for admission to the CSU, but it is a condition of enrollment.

Who Must Take the ELM

All entering undergraduates must take the ELM examination before enrolling in a course that satisfies the college-level mathematics requirement of the General Education-Breadth program. Exemptions from the test are given only to those students who can present proof of one of the following:

- A score of 550 or above on the mathematics section of the College Board SAT Reasoning Test or on a College Board SAT Subject Test in Mathematics (level 1 or level 2).
- A score of 23 or above on the ACT Mathematics Test.
- A score of 3 or above on the College Board Advanced Placement Calculus AB or Calculus BC exam or on the College Board Advanced Placement Statistics exam.
- A score of “Exempt” or “Ready for college-level Mathematics courses” on the CSU Early Assessment Program (EAP), taken in grade 11 in conjunction with the CST in Summative High School Mathematics or Algebra II.
- A score of “Conditionally ready for college-level Mathematics courses” or “Conditional” on the CSU Early Assessment Program (EAP) taken in grade 11 along with the California Standards Test in Summative High School Mathematics or Algebra II, provided successful completion of a CSU-approved 12th grade math course that require Algebra II as a prerequisite.
- For transfer students, completion and transfer to CSU of a college course that satisfies the requirement in Quantitative Reasoning, provided such a course was completed with a grade of C or better.

REGISTRATION HOLDS/DISENROLLMENT

CSU Trustee policy requires that all non-exempt students take the ELM examination after admission and before enrollment in the CSU. At Cal Poly, failure to take the ELM examination or show documented exemption before enrollment results in a hold on registration privileges and may lead to disenrollment from the University.

In addition, students who do not demonstrate requisite competence are required to enroll in appropriate remedial or developmental programs during the first term of enrollment and each subsequent term until such time as they demonstrate competence. Students who do not demonstrate proficiency within the first year of enrollment face disqualification from the University.

At Cal Poly, students may not enroll in any college level mathematics or statistics course without satisfying the ELM requirement.

Students who need to take the ELM exam are sent the information about the exam and how to register. This information is also available from the ELM/MAPE Office (805 756-2268), or online at http://math.calpoly.edu/elmmape.html.

Early Start Program

Beginning with the class of 2012, entering California resident freshmen who are not proficient in math or “at risk” in English will need to start the remediation process before their first term. By 2014, all new freshmen students who have not demonstrated college-readiness in mathematics and English will need to begin work on becoming ready for college-level mathematics and/or English before the start of their first term.

The goals of the Early Start Program are as follows:

- To augment students’ preparedness in math and/or English before they begin fall quarter of freshman year
- To add an important and timely assessment tool in preparing students for college
- To improve students chances of successful completion of a college degree

For 2012, California resident students who score less than 50 on the ELM and/or less than 138 on the EPT will be required to enroll in the Early Start Program. Newly admitted freshmen who are required to complete Early Start will be notified of their options for completing the program as part of campus communications.

Cal Poly Mathematics Placement Examination (MAPE)

The Cal Poly Mathematics Placement Exams are diagnostic exams given by the Mathematics Department to place students who have satisfied the ELM requirement in the appropriate math course. The MAPE is not intended for all students, so please read the following information carefully.
Precalculus MAPE
Students who anticipate taking Trigonometry or Calculus (MATH 119, 141, 161, or 221) must pass the precalculus MAPE unless they have presented proof of one of the following exemptions:

- a score of 600 or above on the mathematics section of the SAT I Test or on the SAT II Mathematics Tests Level I, IC (Calculator), II, or IIC (Calculator);
- a score of 24.26 or above on the American College Testing (ACT) Mathematics Test; (6/4/12)
- a score of 3 or above on the College Board Advanced Placement Mathematics (Calculus AB or BC) examination;
- completion of MATH 118 at Cal Poly or transfer of a college course equivalent to MATH 118

NOTE: For MATH 141, students must also have credit for college or high school trigonometry, completed with grade C or better.

Intermediate Algebra MAPE
Students who anticipate taking Precalculus Algebra (MATH 118) must pass the intermediate algebra MAPE unless they have presented proof of one of the following exemptions:

For MATH 118:

- a score of 550 or above on the mathematics section of the SAT I Test or on the SAT II Mathematics Tests Level I, IC (Calculator), II, or IIC (Calculator);
- a score of 23 or above on the American College Testing (ACT) Mathematics Test; or
- a score of 65 or above on the ELM test.

NOTE: Students who have satisfied the ELM requirement and are planning to take MATH 112 or MATH 116 do not need to take the MAPE.

Students who need to take a math placement exam must do so prior to enrollment. The MAPE is free and offered regularly throughout the year. For information, contact the ELM/MAPE Office (805-756-2206) or the Math Department Office (805-756-2206).

EVALUATION OF TRANSFER CREDIT

The Office of the Registrar evaluates previous college work as it relates to the requirements at Cal Poly. Each student seeking a degree is issued an Evaluation of Transfer Credit, which serves as a basis for determining the remaining requirements for the student's specific degree objective. Semester units transferred to Cal Poly are converted to quarter units by multiplying the semester units by one and one-half.

An Evaluation of Transfer Credit is completed for every student admitted with transfer credit. While every effort is made to complete this evaluation in a timely fashion, it is important that new transfer students review their previous college work in terms of the degree requirements outlined in the catalog to make a tentative selection of courses for their first quarter of enrollment. Students should consult a faculty advisor in their major department or the appropriate Advising Center for assistance in the selection of courses. They can also use the “By Major” agreements on www.assist.org for assistance with work from California community colleges.

Students are notified by an email from evaluations@calpoly.edu when their evaluation is complete; they will be instructed to access their Degree Progress Report.

The evaluation remains valid as long as the student matriculates for the term specified, pursues the objective declared, and remains in continuous attendance.

While students may follow the specific academic requirements for the catalog year on which their Evaluation of Transfer Credit is based, they are responsible for complying with any and all changes in other regulations, policies, and procedures, which may appear in subsequent catalogs. These include CSU-mandated changes and changes approved by Cal Poly’s Academic Senate and/or administration.

Credit for Community College Courses

Course credit earned at regionally accredited community colleges is evaluated by the Evaluations Unit in the Office of the Registrar in accordance with the following provisions:

- Community college credit is allowed up to a maximum of 105 quarter units (70 semester units). Credits earned above this allowable maximum may still be used to satisfy subject and grade point requirements, but may not be applied toward the total units required for graduation (Example: a student in a program with 180 units, who has 110 quarter units of community college credit satisfying subject requirements, must still complete 75 units of non-community college work [not 70 units]).
- Upper division credit is never granted for community college work.

Cal Poly maintains articulation agreements at www.assist.org with all of the California Community Colleges (CCC), the California State University (CSU) and University of California (UC) campuses. The CCC campuses publish the CSU General Education (GE) and Intersegmental General Education Transfer Core (IGETC) course lists on the ASSIST website.

Transfer credit for GE courses is accepted from California institutions, as approved by the CSU Chancellor’s office. The GE Area letters and numbers at Cal Poly (e.g., GE A1, D4) may be different from other colleges; see the flyer located on the Office of the Registrar’s website for help in understanding these differences. Note: GE certification, whereby transfer students can complete all lower-division GE at a CCC or CSU, does not exempt students from meeting the requirement of 72 units of GE overall. Many Cal Poly programs require specific GE courses in the Major and/or Support; these
Credit is awarded for classes at the University. Credit is given on a credit/no credit basis; units do not calculate into the GPA. Credit may vary from year to year, as Cal Poly requirements and AP Exams change. AP credit matrices are available on the Office of the Registrar web-site: http://registrar.calpoly.edu/Degree_Progress/

Please refer to the matrix for the specific year the exam was taken; credit is always extended based on the year of the exam.

International Baccalaureate (IB) Exam Credit
The Cal Poly Academic Senate adopted a credit policy regarding the IB program in February 1990, as follows:

The International Baccalaureate Diploma shall be considered in lieu of a high school diploma for admission to the University.

The International Baccalaureate transcript is required to receive University credit.

Credit is awarded for classes at the Higher level. No credit is extended for Standard level exams.

All credit is given on a credit/no credit basis; units do not calculate into the GPA.

For each exam score of 5 or higher, a maximum of 8 quarter units of credit are awarded.

IB credit matrices are available on the Office of the Registrar web-site: http://registrar.calpoly.edu/Degree_Progress/

Please refer to the matrix for the specific year the exam was taken; credit is always extended based on the year of the exam.

Credit for Non-collegiate Instruction
Cal Poly grants undergraduate degree credit for successful completion of non-collegiate instruction, either military or civilian, appropriate to the baccalaureate, which has been recommended by the Commission on Educational Credit and Credentials of the American Council on Education. The number of units allowed are those recommended in the Guide to the Evaluation of Educational Experience in the Armed Services and the National Guide to Educational Credit for Training Programs.

Credit for Military Service
Nine quarter units of elective credit are allowed toward graduation to any student submitting evidence of satisfactory completion of basic training in the military service of the United States. Cal Poly requires the DD-214 form to extend credit: 4 units satisfy GE Area D4, and 5 units are elective credit. Credit is allowed in accordance with the recommendations by the Commission on Educational Credit and Credentials of the American Council on Education. The numbers of units allowed are those recommended in the Guide to the Evaluation of Educational Experience in the Armed Services. Credit is not given for college level General Educational Development Tests. No grade points are assigned in connection with units of credit allowed for military service. The units allowed are not included in scholarship computations.

Credit by Examination
Cal Poly grants credit to those students who pass examinations that have been approved for credit systemwide. These include some College Level Entrance Program (CLEP) examinations.

CLEP tests acceptable for credit are:

- College Algebra-Trigonometry with a passing score of 50
- Pre-Calculus with a passing score of 50
- General Chemistry with a passing score of 50
- Calculus with Elementary Functions with a passing score of 51

4.5 quarter units of credit may be earned with an assigned grade of credit (CR), which is not included in the GPA calculation.

Credit by Examination and other externally developed examinations is not awarded if any of the following apply:

- examination previously taken within the past year;
- equivalent degree credit or duplicate credit has already been granted;
- credit has been granted for previous coursework or for a previously completed more advanced or higher level examination.

Challenging Cal Poly Courses
A student may challenge a course in which he or she is qualified through previous education by taking an examination developed at the campus. Credit shall be awarded to those who pass them successfully. A student may not petition for credit by examination if the student has ever been enrolled in the course. Credit shall not be awarded when credit has been granted at a level more advanced than that represented by the course.

The credit by examination option is only available to regular Cal Poly students during a term in which they are officially
enrolled. The graded credit by examination petition must be received by the Office of the Registrar prior to the beginning of the term after which credit is to be granted. A fee is charged for such an exam.

The examination may include written, oral, or skills tests, or a combination of all three types, and is sufficiently comprehensive to determine that the student has essentially the same knowledge and skills as those students who successfully complete the course. The grade received is entered on the student's permanent record. The grade may not be Credit/No Credit (CR/NC), except for courses which have CR/NC grading only. The length of the examination is consistent with the unit value of the course.

Arrangements to obtain course credit by exam may be made with the head of the department in which the course is taught. Units of credit received through this procedure do not apply toward the residence requirements or the Cal Poly GPA for any of the degrees or credentials offered by the University. Detailed instruction for applying for credit by examination may be obtained from the Office of the Registrar.