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Admissions Procedures

The Board of Trustees establishes Admission Policies at Broward College aligned to State Statute 1007.263 and accompanying Board Rules. Broward College gives all students the opportunity to pursue an education beyond high school.

High school graduates with a standard high school diploma, a General Equivalency Diploma (GED), accepted Certificate of Completion (see specific Florida high school acceptable withdrawal codes in this section), and applicants who completed the requirements for home education may apply for admission to the College. Students without a standard high school diploma or GED may be admitted to specific vocational certificate programs.

Broward College has developed guidelines to determine the validity of high school diplomas in compliance with Federal Title IV Regulations. Student Financial Aid has developed minimum standards outlined in College Policy 5.01 and the accompanying procedure. All students are required to complete the requirements and procedures outlined for admission.

How to Apply

To gain admission to BC all students must complete the following steps.

1. **Complete an online application for admission.**

Log onto www.broward.edu/Pages/Home.aspx#2. If a student has a Social Security Number (SSN) or a Taxpayer Identification Number (TIN), federal law requires that it is furnished to Broward College (BC) so that it may be included on all documents filed by the institution with the Internal Revenue Service. Students who fail to furnish BC with the correct SSN or TIN may be subject to an IRS penalty of \$50 unless the failure is due to reasonable cause and not to willful neglect.

2. **Residency for Tuition Purposes.** As a State institution, all students must submit and complete the Residency Affidavit for Florida Tuition Purposes. Students must also submit the required supporting documentation determined by the Florida State Legislators. All residency documentation must be reviewed and validated before residency for tuition purposes can be established. Students who are unable to provide sufficient and acceptable documentation to provide residency will be charged out-of-state tuition rates. At any time students' residency

status changes during enrollment, students can request that their residency is reclassified for the next upcoming term. Documentation to support residency classification must be submitted to any campus or center admissions offices. Students who fail to submit documentation and still want to register for classes, tuition will be charged at the out-of-state rate. See tuition rates in the fee section of the catalog.

The Residency Affidavit may be obtained from the BC website at www.broward.edu/admissions/Documents/residency.pdf.

BC's tuition and fees are based upon status as a permanent legal Florida resident. In determining a Florida resident for tuition purposes, the burden of proof rests with the applicant. BC follows Florida Statutes F.S. 1009.21 and State Board of Education rules regarding residency for tuition purposes.

For tuition purposes, a Florida resident, or if a dependent child, his/her parent(s), must have established and maintained a legal residence in the state for at least 12 consecutive months immediately prior to the first day of classes. The applicant must provide clear and convincing documentary evidence that his/her length of residence, or if a dependent child, his/her parent(s) length of residence, was for the purpose of maintaining a bona fide domicile and not for the purpose of maintaining a temporary residence for tuition purposes. Each student is required to provide a statement of residency through the submission of a Florida Resident for Tuition Purposes Affidavit.

A dependent child whose parents are divorced or separated may qualify as a resident for tuition purposes if either parent is a legal resident of Florida regardless of which parent claims the child as a dependent for federal income tax purposes.

A dependent child living with an adult relative other than his/her parent(s) may qualify as a Florida resident for tuition purposes if the adult relative has maintained a legal residence in the State of Florida for 12 consecutive months immediately prior to the student's first day of classes. The dependent child must have lived with the relative for five consecutive years immediately preceding the term in which residency classification is being requested and claimed by that relative as a "dependent" under the Federal Income Tax Codes.

The following categories will be considered as Florida residents for tuition purposes.

- Active duty members of the armed forces stationed in Florida, or whose home of record is in Florida, and their dependents.
- Full-time instructional and administrative personnel employed by a public educational institution and their dependents.
- Qualified beneficiaries under the Florida Pre-Paid Post-secondary Expense Program.
- Others as permitted by Florida statute or rule.

The applicant may be asked to submit the following documentation for himself/herself, parent(s) or the qualifying person.

- A copy of a Florida driver's license.
- Proof of continuous physical presence in Florida for 12 consecutive months immediately preceding the first day of classes.
- Proof of being self-supporting for the 12 consecutive months immediately prior to the first day of classes.
- Any other documentation required to support a claim of Florida residency for tuition purposes.

Any student who seeks reclassification as a Florida resident must complete and submit a Florida Residency Appeal form obtained online at <http://www.broward.edu/admissions/Documents/reg-002.pdf>. All Florida Residency Appeals will be reviewed by the Florida Residency Appeal Committee and a final decision provided to the student in writing. At least three supporting documents must be submitted with the Appeal for reclassification prior to the first day of classes for the term in which reclassification is sought.

Residency requirements are subject to change pending the decisions of the Florida Legislature.

Policy Statement: Pursuant to College admission policy 5.01, students who falsify their residency or citizenship status upon admission or re-admission may be denied admission or dismissed permanently at the point the misrepresentation is discovered by the College. Any monies owed to the College must be paid in full.

3. **Official U.S. Transcripts:** Request high school and other College transcripts for all colleges and universities attended, showing no coursework in progress. Submit electronic

transcripts prior to the start of classes, or official paper copies to:

Broward College
Registrar's Office
225 E. Las Olas Boulevard
Ft. Lauderdale, FL 33301

Unofficial transcripts can be used for advisement, but cannot be accepted for admission or in any decision relating to exceptions to College policy (Academic Standards Petitions).

Information Note: Students, who have earned 24 credit hours of transfer credits, may present their official college transcripts in lieu of high school record. Students who receive Federal student aid at other institutions should understand and very carefully consider that the College has access to information relative to prior institutions attended where aid was awarded. Students should not abstain from submitting prior records when seeking admission to Broward College.

Official Non-U.S. Transcripts

Students with transcripts from a university outside the United States must submit their transcripts with a course by course commercial evaluation, with upper and lower level course identification and translation to English. See the International Students section of this catalog for additional information.

Transcript Submission Timeline

First time in College students entering from high school must submit all official and complete high school records prior to the start of their first term of admission, but no later than prior to registration for the student's second term of enrollment. Registration will be blocked for subsequent terms until the official transcript is received.

Transfer students must submit their official academic records, with no course work in progress, from all institutions attended. All transcripts must be received and evaluated by the College prior to the student's first day of classes. Financial aid cannot be packaged and awarded without all records on file and evaluated.

Information Note: The College cannot guarantee that transcripts will be evaluated in time for the start of classes when transcripts are received less than 30 days prior to the start of classes.

Policy Statement: Pursuant to the College's Admissions policy 5.01, students who fail to submit all transcripts from previously attended institutions will be sanctioned and disciplined per the Student Code of Conduct when the falsification is discovered. Students could face permanent expulsion.

4. **Application Fee:** Pay the one-time, non-refundable application fee of \$35.00 (for U.S. citizens and permanent resident aliens) or \$75.00 (for International Students). This is a processing fee and will not be refunded if the student does not enroll. The application fee is payable through any of the following methods.

- Online with a credit card at www.broward.edu.
- By mail with a check or money order to 225 E. Las Olas Blvd., Ft. Lauderdale, Florida 33301. Checks or money orders for payment of the application fee must be made payable to Broward College in U.S. (\$) dollars and drawn on a U.S. bank. Payments in non-U.S. funds or drawn on Non-U.S. banks will be returned unprocessed. Counter starter checks are not accepted.
- In-person with cash, check, money order, debit card or credit card at a campus Cashier's Office. The authorized user must be present for credit card and debit card payments. Checks will be converted to automatic clearinghouse transactions.

5. **Federal and State Financial Aid.** Students who need assistance paying their tuition and fees must complete a Free Application for Federal Student Aid (FAFSA). To be considered for grants, institutional athletic and non-athletic scholarships, Federal direct subsidized and unsubsidized student loans, Florida Bright Futures programs, or work/study, a student must file a FAFSA annually for each academic year where aid is requested. Students do not need to be admitted to the College to apply for financial aid; however, before financial aid can be awarded, the student must be registered for classes and complete the verification process determined by the Federal government, if selected.

Florida Bright Futures students who complete the FASFA are not eligible to receive Federal aid and are exempt from the Federal verification process. However, students who want to receive Federal aid and Bright Futures awards, must complete the verification process prior to any Federal student aid awards are posted.

Information Note: The Federal student aid application is available online at www.fafsa.ed.gov. Broward College's school code is 001500. When completing the FAFSA, Federal guidelines require that all eligible students use the IRS data match when completing their FAFSA and if selected for verification of their information an IRS tax transcript is required—paper copies of tax returns can no longer be accepted. For more information refer to the Student Financial aid section in the catalog or College Policy 5.11.

6. **Skills Assessment Tests.** Students applying for admission to the College as a degree seeking student must complete a skills assessment placement test. The placement tests is not a pass or fail test, but rather a test given to determine students' placement level in Math, English and Reading. Students may also satisfy this requirement by providing test scores for other approved tests for placement purposes taken prior to attending the College. These test scores must not be more than two years old. Transfer students who have earned college-level credit in Math and English may also be exempt from taking the assessment test if C or better grades were earned in these courses.

Information Note: The College's placement test is the Post-Secondary Readiness Test (P.E.R.T.). P.E.R.T. is the approved test for all State colleges in Florida. The College encourages students to review for the test prior to taking it. Non-degree seeking students are not required to take the placement test until after completion of 12 credits of coursework. (See the Admission Categories section of this catalog.)

7. **Advisement.** Complete the mandatory new student Advisement and Registration session that is required of ALL first-time in-college-students. Students may choose from a variety of schedules to select and attend one of the sessions at any of the Broward campuses or centers. Students will be prohibited from

registering until they attend one of these sessions.

8. All new and continuing students are required to meet with an Academic Advisor to develop an **educational plan** prior to the end of their second term of enrollment. Education plans help guide students through their program of study and ensures on time completion of required coursework if courses are taken and passed in the recommended sequence. Students who have an educational plan tend to attain success at higher levels; therefore, all students should have a career objective aligned to their program of study with an education plan that indicates which courses should be taken for completing the student's selected program of study.

Advisement TIP: AA and AS graduates who take hours that do not apply toward their program of study and/or change their majors multiple times can accumulate excess hours. The State universities in Florida charge and require students to pay a surcharge that is often higher than the tuition rate for credits in excess. Students are encouraged to have an advisement plan and take only hours required for their degree program. Federal student aid is also impacted by excess hours in the pace (attempted versus earned) and maximum time frame to complete (150% of the program requirements).

9. **Register for Classes.** Students should register for classes each term based on a defined career objective and education plan. Early registration is highly recommended. Registration dates are listed on the Academic Calendar published on the web and included in this catalog. More detailed information on how to register is included in the corresponding section of this catalog.
10. **Tuition and Fees.** Pay fees with cash, check, money order, or bank credit/debit card by scheduled due date. Tuition and fees can be paid through any of the following methods.
 - Online with a credit card at www.broward.edu.
 - In-person, with cash, check, money order, debit card, or credit card at a campus Cashier's. The authorized user must be present for credit card and debit card payments. Checks will be converted to ACH transactions.

- Students who use Financial aid to cover their classes, must validate their enrollment during the first three weeks of classes before the tuition payment can be made. **Students who use financial aid must intentionally drop their schedule before the 100% refund date to avoid charges.**

- By mail with a check or money order. Checks and money orders must be made payable to Broward College and include the student's identification number. Checks and money orders must be in U.S. (\$) dollars and drawn on a U.S. bank. Payments in non-U.S. funds or drawn on non-U.S. banks will be returned unprocessed. Counter (starter) checks are not accepted. Checks and money orders may be mailed to:

Broward College
Willis Holcombe Center
225 East Las Olas Blvd.
Fort Lauderdale, FL 33301

11. Obtain a BC identification card. All students who are pursuing a degree, certificate or diploma must obtain and carry a BC photo identification card. It is used for identification, for verification of BC status, for using College services such as libraries and Learning Resource Centers, accessing information for financial aid or other student services that require identification of student status, and for gaining access to other BC facilities. The BC I.D. card may be obtained in the Student Life Office on each campus/center.
12. **BC Student Email.** All students are required to access and set up a BC student email account. This free Microsoft Live Edu student e-mail service is more than just e-mail, Microsoft Live Edu is browser based and offers students the latest technology in e-mail with a long list of benefits and features such as Single e-mail sign-on, Sync to your other e-mails, 10 GB e-mail file storage, Social Networking, Access, view, edit documents from anywhere using Microsoft Office on the Web, Edit Word, Excel, PowerPoint, and OneNote online without additional software, Mobile access to e-mail, IM, text, calendar, blogging, and campus directory from virtually any computer or mobile device (phone) with an Internet connection, Instant messaging, Ability to

13. continue to use e-mail after leaving Broward College and more.

Communication with faculty, staff and administrators is done with electronic communications. Email is the college's standard means of communication with students and students are expected to activate their free BC email account and read their email frequently so important information is not missed. Access the Broward College website at www.broward.edu where email accounts can be set up through the student's myBC login and by clicking on the student email/account information icon.

Acceptance of Applicants

Upon completion of all admission forms and assuming eligibility, the applicant will receive an acceptance letter. Provisional admission status may be granted if all transcripts have not been received; however, all such documents must be received prior to registration for the student's second term of enrollment. Registration will be blocked if transcripts are not received. Students are able to access transcript receipt history information through their myBC account.

NOTE: Students, who present falsified information may be suspended and credit for payments made, forfeited.

Admission Status

To meet the needs of a diverse community of learners, students can enroll as the following:

- Degree seeking -- degree, diplomas and certificates (financial aid eligible)
- Non-degree seeking up to 12 college credits (not Financial aid eligible)
- Transfer – students who have taken one or more credits at another College or university. (financial aid eligible depending on standards of academic progress for credits that apply to the degree program at Broward College.)
- Transient – students who are enrolled at another college or university and want to take courses at Broward College. (financial aid can only be processed by the home institution.) Students who take courses at Broward will need to pay for those courses at the transient institution, without financial aid, and will be reimbursed when aid is disbursed at their home institution.

Degree Seeking Students

Students who intend to complete an associate degree (A.A., A.S. or A.A.S.), must have a standard high school diploma with an eligible high school withdrawal code as noted in the table below; a GED; or must be home education graduates who completed requirements in accordance with Florida Statutes. To be admitted as degree seeking, all students must submit official complete transcripts from high school and all colleges attended beyond high school prior to enrollment.

The Florida Department of Education defines public high school withdrawal and diploma codes that are eligible for admission to degree programs and are noted in the table below. Florida statute 1003 F.S. guides the general requirements for graduation



Withdrawal Code	High School Graduation	Degree Seeking	Federal Student Aid
Standard High School Diploma			
W06	Standard Diploma (Passed FCAT)	Yes	Yes
W07**	Special Diploma (Option One)	No	*
W10	Standard Diploma (GED Exit Option)	Yes	Yes
W27**	Special Diploma (Option Two)	No	
W43*	Adult Standard High School Diploma	Yes	Yes
W52*	Adult Standard High School Diploma (Alternate Assessment)	Yes	Yes
W6A	Standard Diploma (18-Credit College Prep)	Yes	Yes
W6B	Standard Diploma (18-Credit Career Prep)	Yes	Yes
WFA	Standard Diploma (18-Credit College Prep, Alternate Assessment)	Yes	Yes
WFB	Standard Diploma (18-Credit Career Prep, Alternate Assessment)	Yes	Yes
WFT	Standard Diploma (Accelerated, Alternate Assessment)	Yes	Yes
WFW**	Standard Diploma (FCAT Waiver)	Yes	Yes
WGA	Standard Diploma (GED Exit Option, Alternate Assessment)	Yes	Yes
State of Florida Diploma			
WGD	State of Florida Diploma (GED only)	Yes	Yes
W45*	Adult State of Florida Diploma (GED)	Yes	Yes
Certificate of Completion			
W8A	CPT-Eligible Certificate of Completion	Yes	No. Read NOTE in next column.*
W08	Certificate of Completion	No	No
W09**	Special Certificate of Completion	No	No
W44*	Adult Certificate of Completion	No	No
W53*	Adult CPT-Eligible Certificate of Completion	Yes	No

* Options for adult education students.

** Options for students with documented disabilities.

*** Option for postsecondary transfer students.

Degree Seeking Students High School Graduates with Non-Standard Diplomas

Eligible Florida High School Graduation Codes are noted on the table to the left. Some of these graduation codes allow students to admit and seek degree-seeking programs of study. Students who hold these diplomas can admit as a degree-seeking student.

Note: No Federal student aid is available until the student has earned six (6) college credits. State need-based aid and institutional aid can be awarded.

Applicants Seeking Bachelor degrees Broward College offers Bachelor degree programs various workforce demand areas. Students interested in applying to one of the College's bachelor degree programs should refer the Bachelor degree section of this catalog. Students can also transfer to a four-year university upon completion of their AA or AS degree at Broward College.

Advisement TIP: Students who transfer without completing a degree are subject to course-for-course transfer guidelines. Students who complete an AA degree and transfer to a Florida College will be under the Florida 2+2 transfer guidelines.

Degree or non-degree seeking students with Earned Degrees

Students with earned Bachelor degrees can apply and enroll in degree or non-degree seeking programs. Federal Pell is not available to students with earned bachelor degrees. However, students should complete the FAFSA for student loans eligibility.

Students holding earned AA degrees cannot earn another AA degree. Students with earned AA, AS or AAS degrees can earn other associate in science degrees. There are limits on the number of Pell semesters for a bachelor degree. As such, students are encouraged to progress to the next level rather than earning multiple degrees at the same level. Students should meet with academic and financial aid advisors to understand the impact on their Federal student financial aid when pursuing degrees at the same level.

College Policy Statement: Pursuant to Policy 5.01, students who fail to disclose all institutions attended and degrees earned upon admission are considered to be in violation of College policy and may have their admission canceled or may be dismissed permanently if the determination is made post enrollment.

Federal Policy Statement: Federal Pell Grants are direct grants awarded through participating institutions to students with financial need who have not received their first bachelor's degree or who are enrolled in certain post baccalaureate programs that lead to teacher certification or licensure.

Per Federal student aid regulations students who received a Pell Grant for the first time can only receive the Pell Grant for up to 12 semesters or the equivalent.

Advisement TIP: Students are encouraged to persist toward a bachelor's degree rather than using all of their Pell eligibility at the associate degree, two year level.

Non-Degree Seeking Students

Students who wish to take college credit or vocational credit courses for personal enrichment or career exploration, and who do not intend to seek a degree or a certificate, will be admitted as non-degree seeking students. Non-degree seeking students still:

- must submit a valid high school diploma, GED or home school certification, but are not required to submit placement test scores;
- prove Florida residency for tuition purposes or pay out-of-state fees
- may be allowed to enroll in up to 12 semester hours of coursework, that does not require placement, without declaring intent toward a major. Enrollment beyond 12 semester hours will require the student to complete the full admission process, including placement testing, ;
- are required to adhere to pre-requisites, which may create a need for placement testing;
- are not eligible for financial aid.

Certificate/Applied Technology Diploma Applicants

Requirements for applicants who intend to complete a Vocational Certificate, Technical Certificate or Applied Technology Diploma vary from program to program. Specific requirements for certificate and applied technology programs are in the academic section of this catalog. Documents that may be required include:

- high school diploma or GED
- transcripts from all colleges/vocational centers previously attended, and
- placement test scores (TABE or PERT)

Non High School Graduates may enroll as a non-degree seeking student in a limited selection of postsecondary adult vocational courses or continuing education courses. Such applicants may not be admitted to college credit programs. These applicants are encouraged to meet with an academic advisor prior to starting the application process at the College.

Broward College Re-Entry Students

Students who have prior enrollment history at the College and have not attended BC for one academic year, and are in good academic standing, must submit a Re-Entry Application to update personal information, (which includes a valid SSN or TIN number, see additional information under the section labeled "How to Apply" item number 1 in this chapter), re-certify Florida residency, and verify educational goals. If the returning student requests a change from non-resident status, a petition for reclassification must be filed with the Admission's Office.

College Policy Statement: Per College policy, any falsification of residency status may lead to permanent dismissal, loss of credit earned and repayment of any fee related to the incorrect prior classification.

If the returning BC student has attended another Florida state institution within the last 12 months while not enrolled at BC, and that institution declared the student a Florida Resident for Tuition Purposes, their residency status will be honored upon entry or re-entry. An official and complete electronic transcript showing no work in progress must be submitted to BC from all colleges and universities attended while not enrolled at BC.

Transfer Students

Transfer students are students who have previously attended another college or university and wish to continue their education at BC. Transfer students must follow all the admission procedures indicated in this section of the catalog.

Transfer students should also observe the following requirements:

- Students who have fewer than 24 credits at the college level must submit official electronic transcripts from their high school and all colleges and universities attended.
- Students who are not in good academic standing (on suspension or dismissal) must see an Academic Advisor to petition the admission status upon application for admission to BC.
- Students who have attended a college/university outside the United States are required to provide a course by course commercial translation and evaluation with upper and lower level course identification for all course work completed.

- Requested documents must be presented prior to registration for the student's first term of enrollment. Students whose transcripts are not on file at the college will be blocked from registering for their first term of entry/re-entry.

International Students (F-1 and M1 Student Visa status) Admissions Procedures

Students must contact the [International Student Admissions Office](#) three to six months in advance to obtain an Admissions Packet specifically for F-1 and M1 applicants. The packet contains the required admission procedures to Broward College. F1 and M1 applicant must submit all required documents for admissions by the deadline shown in the packet.

Information Note: All international students must be enrolled in a degree seeking program as a full-time student (12 credit hours or more). See the International Students section of this catalog for additional international admission information.

High School Dual Enrolled Applicants

Students who have already earned credit through dual enrollment and hold a qualified diploma accepted for entry to the College must follow all admissions procedures to gain entry outlined in this section.

Students who dual enrolled and hold a non-eligible high school diploma that qualifies for admission to Broward College, but earned 12 credits as a dual enrolled student at a regionally accredited institution with a C or better in each course, may enter BC based on the college credit earned and should follow all steps outlined in this section. Students with this same diploma status and earned less than 12 credits may enroll as a non-degree seeking student until 12 credits are earned and then apply for admission to Broward College. No student aid is available.

How to Apply: Students who wish to enroll in an accelerated learning program must submit the following documents to a campus Admissions Office prior to registration.

- A completed application.
- A confidential recommendation form signed by the principal or designee.
- Test scores for ACT, SAT, or the Postsecondary Education Readiness Test (PERT). The PERT is administered in the Testing Centers at each BC campus.

- An official copy of the transcript of credits earned to date, provided by the high school, for purposes of advising, counseling and GPA verification.

Broward College offers other accelerated learning opportunities that enable qualified high school students to take courses while earning a diploma. For information regarding dual enrollment and other accelerated programs see the Accelerated High School Learning section of this catalog.

Health Science Students

Health Science programs are limited access. Students who are admitted to Broward College may declare a health science major, but they are not considered for admission into one of these programs until the admissions requirement are satisfied and the applicant submits the required supplemental application and applicable application fee. Refer to the Health Science admissions sections in the catalog.

Advisement TIP: All health science program admission is very competitive. Limited access programs only admit a limited number of students each year in each program. Specific admissions requirements and selection criteria apply.

Bachelor Students

Broward College offers bachelor degree programs in various workforce demand areas. You may be eligible to apply for admission to one of the following bachelor degree programs upon completion of an A.A. or an A.S. degree, or 60 applicable college-level credits

Applicants to Bachelor programs must first apply and be accepted by Broward College as a degree-seeking student (\$35.00 application fee required or \$75.00 for International applicants). In addition, the bachelor student must meet admission requirements for the Bachelor program for which they are applying. A supplemental application is also required. The supplemental application for each bachelor program is available on the Broward College website at <http://www.broward.edu/admissions/Pages/BachelorProgram.aspx>

- **Bachelor of Applied Science**

Admission Requirements

The Bachelor of Applied Science is an open access program designed for the adult learner who has earned a two year technical degree and wishes to advance professionally. General admission to Broward College is required, and students will submit a supplemental application to the program. Applicants for the BAS program should have completed a minimum of 15 semester hours of general education requirements as part of their AS or AAS degree. The remaining general education semester hours (totaling 36) will be completed during the Bachelor of Applied Science degree program. Students will meet all of the State of Florida Bachelor of Applied Science general education requirements to be awarded the Bachelor of Applied Science (BAS) degree in Supervision and Management. Students with an Associate in Arts degree (AA) or 60 college credits may be admitted to the program upon recommendation of the Dean Bachelor of Applied Science, and Dean for Student Affairs.

Applicants are required to have a cumulative grade point average (GPA) of 2.0 on a 4.0 scale in all post-secondary coursework. Applicants must be in good academic standing at the last institution they attended. Broward College will automatically access the transcripts of previous or current students applying to the BAS program. As part of the admission process students are required to complete an educational plan; please access the website for more specific procedural information regarding the assistance that will be provided through a personal advisor or counselor in developing the student's educational success plan

- Students currently attending Broward College who wish to apply for the BAS program are required to complete the supplemental program application
- Graduates or returning Broward College students who wish to apply for the BAS program are required to complete the re-entry application and the supplemental program application
- New students to Broward College must complete the Broward College admissions application, and complete the supplemental application for the BAS program
- International students must first be admitted into Broward College. They are also required to complete the BAS program supplemental application. Please refer to the

www.broward.edu

international admission requirements listed in the online Broward College catalog at www.broward.edu.

Transfer students must submit a general admission application and complete the supplemental application for the BAS program.

- **Bachelor of Science in Education**

Admission Requirements

The Bachelor of Science in Education uses a 2+2 model requiring the completion of an Associate of Arts Degree, or at least 60 semester credit hours of postsecondary education from a regionally accredited college or university for entry into the program; these must include 36 hours of General Education Core Requirements.

Acceptance into the bachelor's program is based on:

- **An associate's degree or credit hours:** Applicants should have an Associate of Arts degree from a regionally-accredited community college or at least 60 semester credit hours of postsecondary education from a regionally accredited college or university with 36 credit hours of general education course work (please refer to program sheets for specific course requirements).
- **Grade point average:** A cumulative grade point average of 2.5 on a 4.0 scale in all general education coursework.
- **Letter of recommendation:** Student must submit a letter from someone who knows them professionally, educationally or personally.
- **Academic requirements:** Student should be in good academic standing at their last attended institution and have completed the following prerequisite courses:
 - EDF1005 Introduction to the Teaching Profession
 - EDF2085 Introduction to Diversity and Exceptionalities for Educators
 - EME2040 Introduction to Education Technology

Students must have earned a grade of "C" or better. **Note:** Additional prerequisites for the middle grades and secondary programs apply.

- **Foreign language requirements:** Two years of sequential foreign language studies from

high school or eight semester credit hours at the college level are required.

- **Student must pass the General Knowledge Exam (GKE) or College Level Academic Skills Test (CLAST):** Student MUST pass the essay portion of the GKE to enroll. All parts of the GKE must be successfully completed by the 15th credit in order to be fully admitted to the program. If the student passed the CLAST prior to July 1, 2002, they may be exempt from the GKE.

Students must meet all Teacher Education Program admission requirements before acceptance into the program. In addition to the required coursework, students must pass the Florida Teacher Certification Exams.

- **Bachelor of Science in Nursing**

Admission Requirements

The **RN-BSN** Program is designed for Florida licensed registered nurses who have earned a two-year associate of science degree and wish to advance professionally.

Applicants must complete the following requirements prior to formal admission into the RN-BSN Program:

- Submit a supplemental application to the RN-BSN Program by the deadline: for **winter admission, the deadline is August 30**, and for **fall admission the deadline is April 30th** of every.
- Possess an Associate of Science in Nursing degree or higher from an accredited institution recognized by Broward College.
- Possess an unrestricted and unencumbered active license as a registered nurse in Florida if enrolling in face-to-face classes, Applicants who do not hold an active Florida Registered Nurse license should contact - The Florida Board of Nursing at: (850) 245 - 4125.
- Apply for Financial Aid before the published deadlines on the Student Financial Aid webpage.
- Achieve a minimum 2.5 overall cumulative and a 2.5 nursing GPA.
- Successfully complete required health forms.
- Successfully complete a (level 2) background investigation and drug screening (fee required).
- Successfully completed statistics (STA 2023) or equivalent course recognized by Broward College

- Successfully completed a minimum of 24 General Education requirement credits

Transient Students

Transient students are students who are currently enrolled at another institution and have permission from that institution to take one or more classes at Broward College. These students do not intend to transfer to, or seek a degree or certificate at BC. These students are required to do the following:

- Out of state and private school students should complete a BC application online at <http://www.broward.edu/Pages/Home.aspx>. The student must provide a valid SSN or TIN number; see additional information under the section labeled “How to Apply” item number 2 in this chapter. Transient students from Florida public post-secondary institutions are required to request permission from their home institution by applying through the [Florida Virtual campus](http://www.flvc.org) website at www.flvc.org. The application will initiate an automatic request.
- A letter from the home institution should indicate that the student is in good academic standing and state the specific course(s) the student is being granted permission to take.

Transient students should note that some BC courses may have prerequisites or co-requisites, including labs. Transient students accept full responsibility for possessing or acquiring, at the time of enrollment, the knowledge and/or skills that these pre-and co-requisites provide.

Transient students are responsible for requesting that an official transcript be sent to their home institutions after completion of coursework at BC. There will be a fee assessed for that transcript

Non-credit Students

Students who are interested in taking non-credit courses may enroll by completing a non-credit application for admission. No other admission procedures apply to non-credit courses. Applicants can register for continuing education and economic development non-credit courses online at www.broward.edu/academics/ce/Pages/default.aspx.