

Placement Test Information

Please call ext. 4265 for an appointment.

Many classes have prerequisites which must be met prior to registration. Please refer to the course descriptions in this *Schedule of Classes* for prerequisites.

- Students may retest after three months.
- Test scores are valid for two years.
- A valid photo I.D. is required to take ALL tests and to obtain test results.

The following tests may be taken at the Assessment Center:

English Placement Test Assessment of Written English (AWE) 1 hour*

This is a test of your abilities in language usage. It is required for placement in English classes (*including LERN, AMLA, and ESL classes*). The AWE is used to provide eligibility for the following courses:

ESL	English as a Second Language
AMLA 41W	American Language, Basic Writing
AMLA 42W	American Language, Intermediate Writing
AMLA 43W	American Language, Advanced Writing
LERN 81	Improving Writing Skills
ENGL 67	Writing Fundamentals
ENGL 68	Preparation for College Writing
ENGL 1A	Freshman Composition

Reading Placement Test Degrees of Reading Power (DRP) or COMPASS/ESL Reading Test 1 hour*

This is a test of your current reading abilities. The results will be used to provide eligibility for the following courses:

Degrees of Reading Power (DRP)

READ 70	Improving Reading Comprehension
READ 80	Developing Reading Comprehension
READ 90	Preparing for College Reading
READ 100	Analysis and Critical Reading

COMPASS/ESL (for Non-Native Speaker of English)

AMLA 31R	American Language Basic Reading
AMLA 32R	American Language Intermediate Reading
AMLA 33R	American Language Advanced Reading

Mt. SAC Math Placement Test 1 hour*

This is a test of your arithmetic and pre-algebra skills. The appropriate test score will provide eligibility for the following courses. Please see the course descriptions in this *Schedule of Classes* for prerequisites.

LERN 48	Basic Math Skills Review
LERN 49	Math Skills Review

MATH 50	Pre-Algebra
MATH 51	Elementary Algebra
MATH 51A	Elementary Algebra - First Half
MATH 59	Fundamental Applied Mathematics

Intermediate Algebra Placement Test 1 hour*

This is a test of your elementary algebra skills. The appropriate test score will provide eligibility for the following courses. Please see the course descriptions in this *Schedule of Classes* for prerequisites.

MATH 61	Plane Geometry
MATH 71	Intermediate Algebra
MATH 71A	Intermediate Algebra – First Half

College Level Math Placement Test 1 hour*

This is a test of your intermediate algebra skills. The appropriate test score will provide eligibility for the following courses. Please see the course descriptions in this *Schedule of Classes* for prerequisites.

MATH 100	Survey of College Mathematics
MATH 110	Elementary Statistics
MATH 110H	Elementary Statistics – Honors
MATH 120	Finite Mathematics
MATH 130	College Algebra
MATH 150	Trigonometry
MATH 160	Pre-Calculus Mathematics

Calculus Placement Test 1½ hours*

This is a test of your algebra and trigonometry skills. The appropriate test score will provide eligibility for the following courses. Please see the course descriptions in this *Schedule of Classes* for prerequisites.

MATH 140	Calculus for Business
MATH 180	Calculus and Analytic Geometry

Chemistry Placement Test 1 hour*

Appropriate test scores AND transcripts verifying successful completion of the required courses will provide eligibility for the following course. Please see the course descriptions in this *Schedule of Classes* for prerequisites.

CHEM 50	General Chemistry I
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*Not actual test time. Time indicated may vary slightly depending on time necessary for administration and instructions.

Placement Test Information

Exemptions from Placement Tests

Students are exempt (but not prohibited) from taking Mt. SAC Placement Tests to determine their eligibility for English and Mathematics courses if they:

- A. Enroll only in non-credit or Community Services classes.
- B. Enroll in a general interest class which does not have prerequisites.
- C. Verify English or math eligibility based on course work at Mt. SAC or other accredited institutions.
- D. Verify other test scores accepted by Mt. SAC.

Test Scores

The Assessment Center will accept math test scores from other colleges that use the Mathematics Diagnostic Testing Project (MDTP) placement tests

listed below, if the test was taken after December 2005. An official copy of the test scores must be brought or mailed to the Assessment Center for evaluation and course placement. The following are placement levels for the tests we accept:

MDTP – Elementary Algebra Test
MATH 71 MATH 61

MDTP – Intermediate Algebra Test
MATH 110 MATH 120
MATH 130 MATH 150
MATH 160

MDTP – Pre-Calculus Test
MATH 140 MATH 180

Mt. SAC does not accept English Placement test scores from other colleges.

Attendance, Drop & Withdrawal Policies

Attendance

Day and evening classes generally begin the week of January 7, 2008 and end by the week of February 17, 2008. Students need to check their *Schedule* for the day and time their classes meet and **ALLOW PLENTY OF TIME TO PARK AND LOCATE THE CORRECT CLASSROOM.**

Students who enroll in a class and do not attend the first class meeting may be dropped from the class roster and the place given to a waiting student who was unable to enroll at the time of registration. Failure to attend the first class meeting does not ensure you will be dropped. **It is the student's responsibility to drop a class.**

Success in college depends upon regular class attendance. Poor attendance can result in a low grade in a class. Instructors may drop a student who has excessive absences. It is each student's responsibility to know the attendance regulations of each of his/her instructors.

Withdrawal

IT IS THE STUDENTS' RESPONSIBILITY TO OFFICIALLY WITHDRAW FROM A CLASS WHENEVER THEY DETERMINE THAT THEY CAN NO LONGER ATTEND THE CLASS. FAILURE TO DROP A CLASS MAY RESULT IN A FAILING GRADE AND OBLIGATION OF FEE PAYMENT.

If students drop a regular 16-week class, withdraw from the College, or are dropped from a class by the instructor during the first three weeks of a regular semester, they will receive no mark(s) or notation(s) on their permanent record. For Winter 2008 the following dates apply: to drop without a "W" is January 14, and to drop with a "W" is January 31.

If students drop a regular 16-week class, withdraw from the College, or are dropped by the instructor between the 5th week and the last day of the 10th week of instruction during a regular semester, they will receive a mark of "W" (withdrawal) on the permanent record. See the Winter 2008 Calendar located on page 3.

Instructors may not drop students from classes, and students may not drop classes or withdraw from the College after the last day of the 10th week of instruction in a regular semester. All students enrolled after the 10th week shall receive an academic grade (A, B, C, D, F, CR, NC) or an incomplete mark (I) for the course.

In short-term courses, students who withdraw or are dropped from class during the **first 20% of the course** will receive no notation on their permanent record. Students may drop short-term courses through 61% of the course.

A "W" (Withdrawal mark) shall not be assigned to anyone enrolled after the last day to drop except when a petition, due to extenuating circumstances, has been approved.

Students shall be allowed a maximum of two withdrawals for a given course where a mark of "W" is posted for both withdrawals. To re-enroll in the course, students must submit a Petition to repeat a course. The petitions are available in department offices and division offices. Students who petition and are approved will have one additional opportunity to re-enroll and successfully complete the course.

Students are responsible for dropping classes they do not plan to attend. Failure to drop will result in an obligation and an "F" letter grade on a student's transcript.