

# Procedure: 6.2.1p2

## Placement Requirements

**Revised:** March 1, 2023

**Last Reviewed:**  
August 1, 2023

**Adopted:** October 25, 2022.



### **I. PURPOSE:**

The Technical College System of Georgia is committed to ensuring students are academically prepared for the program's rigor. Therefore, accepted students may be assessed prior to program enrollment. Specific program placement information is listed in Attachment 6.2.1p a2.

### **II. RELATED AUTHORITY:**

TCSG State Board Policy 6.2.1. – Admissions.

TCSG State Board Policy 2.1.1. – Statement of Equal Opportunity.

### **III. APPLICABILITY:**

All work units and Technical Colleges are associated with the Technical College System of Georgia.

### **IV. DEFINITIONS: N/A**

### **V. ATTACHMENTS:**

6.2.1p.a2. TCSG Placement Chart

### **VI. PROCEDURE:**

#### **A. Assessment of Program Readiness**

1. Technical Colleges may evaluate students' readiness for the degree, diploma, and certificate programs.
2. Technical Colleges may accept one or multiple official assessment measures on the following validated assessment instruments if the scores meet the required minimums listed in Attachment 6.2.1p.a2. Program Placement Information. A student possessing an associate's degree or higher from a regionally accredited institution shall be exempted from placement requirements.
  - a. SAT
  - b. ACT/Pre-ACT
  - c. PSAT
  - d. TABE 9-10 scores of 461 or higher in Reading and 442 or higher in Math for

- placement into entry-level workforce certificate programs
  - e. TABE 11/12 scores of 501 in Reading for Levels M and D and 496 for Mathematics on Levels M and D. A score of 536 for Reading if using Level A and 537 for Mathematics if using Level A.
  - f. Georgia Milestones Literature & Composition or Georgia Milestones American Literature & Composition (English admission requirement only)
  - g. High School GPA of 2.0 or higher
  - h. Approved Entry Level Workforce Certificates do not have a minimum High School GPA requirement
  - i. GED® Math or Reading must meet the minimum passing score used for placement into any certificate, diploma, or degree program
  - j. HiSET® Math, Reading, or Language Arts must meet the minimum passing score for placement into any certificate, diploma, or degree program.
  - k. Completed TCSG form documenting two years of work/career-related experience for approved Entry Level Workforce Certificates
  - l. Accuplacer/Companion
  - m. Compass/Asset
3. Assessment results are transferable to any TCSG College. However, each Technical College will develop its re-testing policy, and charges may apply.
  4. Official transcripts from a regionally or nationally accredited postsecondary institution recognized by the United States Department of Education documenting equivalent program-level English and math coursework completed may be used in place of placement exams.
  5. Subjective criteria such as, but not limited to, written or oral interviews, personality assessments, and letters of reference shall not be utilized as a part of the evaluation for program readiness or admission to a college or a program. All criteria should be published and applied consistently to all applicants for a program.
  6. All students enrolled at a Technical College will be required to be placed into a program of study. The Institutionally Accepted program/major (IA00) will only be used by exception to standard program placement.

## **B. Placement Categories**

1. Minimum placement requirements shall be established for each program or credential. Students shall be placed in a Technical College program of study in one of the following categories: Regular, Provisional, Special, Pending, or Transient.
  - a. Regular Status
    - i. Students who meet all requirements for placement into a selected program and are eligible to take all courses in the program curriculum are granted regular placement status.
  - b. Provisional Status
    - i. Students who meet only some requirements for regular placement into a selected program are granted provisional placement status.
    - ii. Dually or Jointly enrolled students are not eligible for Provisional placement

status.

- c. Special Placement Status (Non-credential seeking)
  - i. Applicants who wish to take credit coursework but are not seeking a certificate, diploma, or associate degree are granted Special Admit status.
  - ii. The following specifics define the parameters of this status:
    - May apply up to a maximum of 25 quarter or 17 semester credit hours into a specific program for credential-seeking purposes after achieving regular admit status. The number of hours taken as a special admit student in no way waives the regular admission and placement requirements.
    - May enroll in classes only on a space-available basis.
    - Must adhere to the specific institutional prerequisite requirements when selecting courses.
    - Will not be eligible for any financial aid.
- d. Pending Placement Status (High School Seniors only)
  - i. Applicants in their final year of high school and are applying for a college term immediately after graduating are granted Pending Placement Status.
  - ii. The following specifics define the parameters of this status:
    - In addition, applicants must submit a transcript showing that the applicant is on track to complete all required high school courses before the semester they wish to enroll.
    - Will be allowed to register for courses after course placement requirements have been met.
- e. Transient Placement Status
  - i. Students who submit a Transient Agreement from their home institution are granted Transient placement status.
    - The Transient Agreement must verify that the student is in good standing.
    - A current Transient Agreement is required for each term of enrollment.

## **VII. RECORD RETENTION**

All records shall be maintained per the Georgia Records Retention Schedule maintained by the Georgia Archives, University System of Georgia.

## TCSG Program Placement Information

### Assessments

Assessment	Assessment Name	Diploma Scores	Degree Scores	Banner Code	
<b>Old SAT (through February 2016)</b>  Accommodation for SEM: 32 points	Critical Reading	270	290	S03	
	Verbal	280	290	S01	
	Math	310	380	S02	
	Math placement into 1113		500	S04	
	Math placement into 1131		600	S04	
<b>New SAT (after March 2016)</b>  Accommodation for SEM: 2 points	Reading Test	16	17	S33	
	Writing and Language Test	15	17	S34	
	Math Test	18	21	S35	
	Math placement into 1113		26.5	S35	
	Math placement into 1131		31	S35	
<b>PSAT Scores (after March 2016)</b>  Accommodation for SEM: 2 points	Reading Test	16	17	PS 05	
	Writing and Language Test	15	17	PS 06	
	Math Test	18	21	PS 07	
	Math placement into 1113		26.5	PS 07	
	Math placement into 1131		31	PS 07	
<b>ACT (or PACT)</b>  Accommodation for SEM: 2 points	Reading	14	16	ACT 3	PAC 3
	English	13	14	ACT 1	PAC 1
	Math	14	17	ACT 2	PAC 2
	Math 1113	NA	20	ACT 2	PAC 2
	Math 1131	NA	21	ACT 2	PAC 2

<b>ELA/Milestones</b>  Accommodation for SEM: 3 points	Reading/Writing (Dual Enrollment)	235		EL A
	ELA (Reading and Writing Only)	525	525	GM E

Assessment	Assessment Name	Diploma Scores	Degree Scores	Banner Code
<b>GED</b> Minimum score required for placement into any certificate, diploma, or degree program.	English	145	145	GED R
	Math	145	145	GEDM
<b>HiSET®</b> Minimum score required for placement into any certificate, diploma, or degree program.	Math	8	8	HSTM
	Reading	8	8	HST R
	Language Arts	8	8	HST L
<b>TABE 9-10 Levels M, D, and A</b> Minimum scores for entry level workforce certificate placement.	Reading		461	Level M-T9MR
				Level D- T9DR
				Level A-T9AR
	Math		442	Level M-T9MM
				Level D-T9DM
				Level A-T9AM
<b>TABE 11-12 Levels M and D</b> Minimum scores for entry level workforce certificate placement.	Reading		501	Level M-T2MR
				Level D- T2DR
	Math		496	Level M-T2MM
				Level D-T2DM
<b>TABE 11-12 Level A</b> Minimum scores for entry level workforce certificate placement.	Reading		536	Level A-T2AR
	Math		537	Level A-T2AM
<b>High School GPA</b>	2.0 GPA Placement for English and Math			0100
<b>Previous AAS/AA/AS or higher</b>	Placement in diploma/degree level courses			0200

<b>Experienced Worker – Verified 2 Years Successful Experience in Same Field</b>	Placement in entry level certificate programs	0400
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# ACCUPLACER

ACCUPLACER NEXT GENERATION (Min 200; Max 300)							
Test Name	Ability to Benefit (after 7/1/2020)	Entry Level TCC Placement Score	Diploma Placement Score	Degree Placement Score			
Reading (ANGR)	233	218 (SEM 11)	224 (SEM 10)	236 (SEM 7)			
Writing (ANGW)	235	222 (SEM 11)	236 (SEM 8)	249 (SEM 6)			
Arithmetic (ANGM)	230	223 (SEM 8)	229 (SEM 7)				
Quantitative Reasoning (ANGQ): Math 1101/ Math 1103/Math 1111				245 (SEM 6)			
Advanced Algebra (ANGA): Math 1113				249 (SEM 6)			
CLASSIC ACCUPLACER							
Semester Subject Code and Course Number	Semester Course Title	Reading	Sentence Skills	WRITEPLACE R	Arithmetic	Elementary Algebra	College Algebra
Accommodation for SEM is available for each test on the student score reports.							
Writing Score <sup>†</sup>			39 or below	0-1			
Reading Score <sup>†</sup>		39 or below					
Math Score <sup>†</sup>					21 or below		
<sup>†</sup> Below Admission Level Scores – Place in Adult Education							
Diploma Level Scores:							
Ability to Benefit (prior to 6/30/2020)		55	60		34		
ENGL 09*	Learning Support English	40-54	40-59	2			
MATH 09*	Learning Support Math				22-33	20-56	
ENGL 1010	Fundamentals of English I	55-120	60-120	3-8			
MATH 1011/1012	Business Mathematics/ Foundations of Mathematics				34-120		
MATH 1013	Algebraic Concepts				34-120	23-	



						120	
<i>Note: The * above represents the last two digits of whichever Math or English Learning Support the College offers (Writing, Reading, etc.)</i>							

Semester Subject Code and Course Number	Semester Course Title	Reading	Sentence Skills	WRITEPLACE R	Arithmetic	Elementary Algebra	College Algebra
<b>Degree Level Scores:</b>							
ENGL 09*	Learning Support English	63 or below	69 or below	2-3			
Math 09*	Learning Support Math				22-120	20-56	
ENGL 1101	Composition and Rhetoric	64-120	70-120	4-8			
MATH 1100	Quantitative Skills and Reasoning					57-120	
MATH 1101	Mathematic Modeling					57-120	
MATH 1103	Quantitative Skills and Reasoning					57-120	
MATH 1111	College Algebra					57-120	
Math 1113/1131	Pre-Calculus/Calculus						70-120
<i>Note: The * above represents the last two digits of whichever Math or English Learning Support the College offers (Writing, Reading, etc.)</i>							

## Basic/Entry Level Workforce Certificates

- Note- the college has the discretionary authority to:
  - set higher placement requirements for any program on the basic entry level workforce certificate list, including requiring a high school diploma or equivalency;
  - approve placement and completion of designated basic/entry level workforce certificates for students without a high school diploma or equivalency, pursuant to TCSG Program Standard for Admission #02- 01-03.

HOPE Career Grant Approved	TCSG Basic/Entry Level Workforce Certificate Approved	HS Diploma or GED not Required	Major Code	Technical Certificate of Credit <i>Employer high school diploma requirements will vary.</i>
	Yes	Not Required	AZ71	Accounting Clerk Assistant
Yes	Yes	Not Required	AC31	Acute Care Nurse Aide
	Yes	Not Required	AS21	Administrative Support Assistant
Yes	Yes	Not Required	AE71	Advanced Child Development Specialist
Yes	Yes		AC81	Advanced Commercial Refrigeration
	Yes	Not Required	AF71	Advanced Criminal Justice Specialist
Yes	Yes		EMH1	Advanced Emergency Medical Technician
Yes	Yes	Not Required	OSM1	Advanced Shielded Metal Arc Welder
Yes	Yes	Not Required	ACK1	Air Conditioning Electrical Technician
Yes	Yes	Not Required	AZ31	Air Conditioning Technician Assistant
Yes	Yes	Not Required	AA61	Aircraft Assembly Technician
	Yes		AL31	Advanced Law Enforcement
Yes	Yes	Not Required	ABM1	Auto Basic Maintenance and Detailing Technician
	Yes	Not Required	AH31	Animal Healthcare Assistant
Yes	Yes	Not Required	AB51	Auto Collision Repair Assistant I
Yes	Yes	Not Required	AZ51	Auto Collision Repair Assistant II
Yes	Yes	Not Required	AE41	Auto Electrical/Electronic Systems Technician
Yes	Yes	Not Required	AE51	Auto Engine Performance Technician
Yes	Yes	Not Required	AE61	Auto Engine Repair Technician
Yes	Yes	Not Required	ALD1	Auto Light Duty Diesel Engine Tech
Yes	Yes	Not Required	ARA1	Auto Refinishing Assistant I
Yes	Yes	Not Required	AP71	Auto Refinishing Assistant II
Yes	Yes	Not Required	AA71	Auto Transmission/Transaxle Technician Specialist
Yes	Yes	Not Required	AC71	Automotive Chassis and Climate Control Specialist
Yes	Yes	Not Required	ASG1	Automotive Chassis Technician Specialist
Yes	Yes	Not Required	AH21	Automotive Climate Control Technician
Yes	Yes	Not Required	AH71	Automotive Collision Mechanical/Electrical Helper
	Yes	Not Required	BA51	Baking and Pastry Specialist
	Yes	Not Required	BA71	Barbering Assistant
	Yes	Not Required	BST1	Barbering Assistant
Yes	Yes	Not Required	BE11	Basic Electrical Technician

Yes	Yes	Not Required	BE41	Basic Electronics Assembler
<b>HOPE Career Grant Approved</b>	<b>TCSG Basic/Entry Level Workforce Certificate Approved</b>	<b>HS Diploma or GED not Required</b>	<b>Major Code</b>	<b>Technical Certificate of Credit</b> <i>Employer high school diploma requirements will vary.</i>
Yes	Yes	Not Required	BMO1	Basic Machining Operator
Yes	Yes	Not Required	BM31	Basic Machinist
Yes	Yes	Not Required	MS41	<i>Basic Mechatronics Specialist</i>
Yes	Yes	Not Required	BM51	<i>Basic Mechatronics Technician</i>
Yes	Yes	Not Required	BM21	Basic Metal Fabricator
Yes	Yes	Not Required	FS31	Basic Shielded Metal Arc Welder
	Yes	Not Required	BT41	Basic Timber Harvesting
	Yes	Not Required	BA21	Business Customer Services Technician
Yes	Yes	Not Required	CA11	Cabinetmaking Assembly Technician
Yes	Yes		CA21	Camera Assistant
	Yes	Not Required	CS61	Catering Specialist
Yes	Yes	Not Required	CCW1	Certified Construction Worker
	Yes	Not Required	CC81	Certified Customer Service Specialist
Yes	Yes	Not Required	CM51	Certified Manufacturing Specialist
	Yes	Not Required	CN41	Certified Nurse Assistant
Yes	Yes	Not Required	CQ71	Certified Production Technician
Yes	Yes	Not Required	CW11	Certified Warehousing Distribution Specialist
Yes	Yes	Not Required	CD61	Child Development Specialist
Yes	Yes	Not Required	CS51	CNC Specialist
Yes	Yes	Not Required	CT61	Commercial Truck Driving
Yes	Yes	Not Required	CSQ1	Commercial Straight Truck & Passenger Driving
Yes	Yes	Not Required	CT71	Commercial Truck Driving with Mine Safety
Yes	Yes	Not Required	CW31	Commercial Wiring
Yes	Yes	Not Required	CA61	<i>CompTIA A+ Certified Preparation</i>
Yes	Yes	Not Required	CA71	<i>CompTIA A+ Certified Technician Preparation</i>
Yes	Yes	Not Required	CF31	Computer Forensic and Investigation Specialist
	Yes	Not Required	CZ31	Crime Scene Fundamentals
	Yes	Not Required	CJ71	<i>Criminal Justice Fundamentals</i>
	Yes	Not Required	CJ21	<i>Criminal Justice Specialist</i>
	Yes	Not Required	CP51	Culinary Professional Assistant
Yes	Yes	Not Required	DAM1	Design and Media Production Specialist
Yes	Yes	Not Required	DE21	<i>Diesel Engine Service Technician</i>
Yes	Yes	Not Required	DTM1	<i>Diesel Truck Maintenance Tech</i>
Yes	Yes	Not Required	DE11	<i>Diesel Electrical/Electronic Systems Tech</i>
	Yes	Not Required	DP21	Digital Photographer
Yes	Yes	Not Required	DA31	Drafters Assistant
Yes	Yes	Not Required	EC31	Early Childhood Care and Education Basics
Yes	Yes		ECP1	Early Childhood Program Administration
Yes	Yes		EL11	Electrical Line worker

Yes	Yes	Not Required	EM81	Electrical Maintenance Technician
Yes	Yes	Not Required	EB71	Emergency Medical Responder
Yes	Yes	Not Required	EMJ1	Emergency Medical Technician

HOPE Career Grant Approved	TCSG Basic/Entry Level Workforce Certificate Approved	HS Diploma or GED not Required	Major Code	Technical Certificate of Credit <i>Employer high school diploma requirements will vary.</i>
Yes	Yes		ED31	Engineering Drafters Assistant
Yes	Yes		ET31	Engineering Technician
	Yes	Not Required	EH11	Environmental Horticulture Technician
	Yes	Not Required	FPO1	Flooring Production Operator
	Yes	Not Required	FP51	Flooring Production Technician
	Yes	Not Required	FPW1	Food Production Worker 1
	Yes	Not Required	FP21	Food Production Worker
	Yes	Not Required	FSF1	Forensic Science Fundamentals
	Yes	Not Required	FSO1	Fundamental Skills of Culinary Arts
	Yes	Not Required	GC31	Garden Center Technician
Yes	Yes	Not Required	GM31	Gas Metal ARC Welder
Yes	Yes	Not Required	GM21	Gas Metal Arc Welding
Yes	Yes	Not Required	GTA1	Gas Tungsten ARC Welder
Yes	Yes	Not Required	GT31	Gas Tungsten Arc Welding
Yes	Yes	Not Required	GC41	General Construction Assistant
Yes	Yes	Not Required	GM41	<i>General Maintenance Mechanic</i>
Yes	Yes	Not Required	GDA1	Graphic Design Assistant
	Yes		HD21	Hair Designer
Yes	Yes	Not Required	HAA1	Heating and Air Conditioning Installation Technician
Yes	Yes	Not Required	HD31	Heavy Diesel Service Technician
Yes	Yes	Not Required	HD41	Help Desk Specialist
	Yes	Not Required	HIA1	Hospitality Industry Associate
	Yes	Not Required	HP31	Hospitality Operations Associate
	Yes		HRM1	Human Resource Management Specialist
Yes	Yes	Not Required	IE41	<i>Industrial Electrician</i>
Yes	Yes	Not Required	IF11	<i>Industrial Fluid Power Technician</i>
Yes	Yes	Not Required	IM41	<i>Industrial Motor Control Technician</i>
Yes	Yes	Not Required	IC31	Infant/Toddler Child Care Specialist
	Yes	Not Required	IT51	Introduction to Criminal Justice
	Yes	Not Required	ITW1	Introduction to Web Design
	Yes	Not Required	LS11	Landscape Specialist
Yes	Yes	Not Required	LP11	Lathe Operator
	Yes	Not Required	LM11	Lawn Maintenance Specialty
Yes	Yes		LS21	Logistics Specialist
	Yes	Not Required	MAL1	Management and Leadership Specialist
Yes	Yes	Not Required	AM11	<i>Mechatronics Specialist</i>

	Yes	Not Required	MAR1	Medical Assisting Receptionist
	Yes	Not Required	ME51	Microsoft Excel Application Professional
	Yes	Not Required	MF41	Microsoft Office Applications
	Yes	Not Required	MF51	Microsoft Office Application Specialist
Yes	Yes		MM21	Manufacturing Maintenance Specialist
	Yes	Not Required	MWA1	Microsoft Word Application Professional

<b>HOPE Career Grant Approved</b>	<b>TCSG Basic/Entry Level Workforce Certificate Approved</b>	<b>HS Diploma or GED not Required</b>	<b>Major Code</b>	<b>Technical Certificate of Credit</b> <i>Employer high school diploma requirements will vary.</i>
	Yes	Not Required	MW11	Microsoft Word Application Specialist
Yes	Yes	Not Required	MP11	Mill Operator
Yes	Yes	Not Required	ME61	Mobile Electronics Technician
	Yes		NT11	Nail Technician
Yes	Yes	Not Required	BM71	NCCER Basic Masonry
Yes	Yes	Not Required	NS31	Network Support Specialist
Yes	Yes	Not Required	NT21	Network Technician
Yes	Yes	Not Required	CN21	Nurse Aide
Yes	Yes	Not Required	CN31	Nurse Aide
Yes	Yes	Not Required	NA31	Nurse Aide
Yes	Yes	Not Required	NAA1	Nurse Aide Accelerated
	Yes	Not Required	NAE1	Nurse Aide Essentials
Yes	Yes	Not Required	NAT1	Nurse Aide TCC
	Yes	Not Required	PPS1	Nursery/Greenhouse Technician
	Yes	Not Required	OA31	Office Accounting Specialist
Yes	Yes	Not Required	PC21	Patient Care Assistant
	Yes		PA61	Payroll Accounting Specialist
Yes	Yes	Not Required	PR21	PC Repair and Network Technician
Yes	Yes	Not Required	PS11	Photovoltaic Systems Installation/Repair Technician
Yes	Yes	Not Required	PD71	Photovoltaic System Installation and Repair
Yes	Yes	Not Required	PE71	Photovoltaic Systems Technician
Yes	Yes		PW11	Pipe Welder
Yes	Yes	Not Required	RP11	Plumbing Technician Residential/Commercial
	Yes	Not Required	PC51	Prep Cook
Yes	Yes	Not Required	PC81	<i>Programmable Control Technician I</i>
	Yes	Not Required	PS61	Project Success Control Tech
Yes	Yes	Not Required	RC21	Residential Care Attendant
Yes	Yes	Not Required	RW21	Residential Wiring
	Yes	Not Required	RPS1	Restaurant Operations Specialist
Yes	Yes	Not Required	RT41	Robotic Technician
	Yes		SSM1	Service Sector Management Specialist
	Yes	Not Required	ST11	Shampoo Technician
Yes	Yes	Not Required	SM21	Shielded Metal Arc Welding

		Not Required	SB41	Small Business Management Specialist
	Yes		SB51	Small Business Marketing Manager
	Yes	Not Required	SS31	Supervisor/Management Specialist
	Yes	Not Required	SUA1	Sustainable Urban Agriculture Technician
	Yes		TPS1	Tax Preparation Specialist
	Yes	Not Required	THO1	Timber Harvester Operations
Yes	Yes	Not Required	TA11	Tool and Die Specialist
Yes	Yes	Not Required	VSM1	Vertical Shielded Metal Arc Welder Fabricator
Yes	Yes	Not Required	IB71	Web Application Developer

HOPE Career Grant Approved	TCSG Basic/Entry Level Workforce Certificate Approved	HS Diploma or GED not Required	Major Code	Technical Certificate of Credit <i>Employer high school diploma requirements will vary.</i>
	Yes	Not Required	WP11	Wildlife Management Assistant

## For Reference as Needed

Semester Subject Code and Course Number	Compass Reading	Compass Writing	Compass Numeric	Compass Algebra
<b>Below Admission Level Scores - Send to Adult Education</b>				
Writing Score		14 or below		
Reading Score	40 or below			
Math Score			16 or below	
<b>Diploma Level Scores</b>				
ENGL 09*	41-69	15 - 31		
MATH 09*			17-25	
ENGL 1010	70 or higher	32 or higher		
MATH 1011/1012			26 or higher	
MATH 1013				28 or higher
<b>Degree Level Scores</b>				
ENGL 09*	41-78	15 - 61		
Math 09*			17 or higher	0-36

ENGL 1101	79 or higher	62 or higher		
MATH 1100				37 or higher
MATH 1101				37 or higher
MATH 1103				37 or higher
MATH 1111				37 or higher
Math 1113/1131				

*Note: The \* above represents the last two digits of whichever Math or English Learning Support the College offers (Writing, Reading, etc.)*