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Policy Name: 24 College Credit High School Equivalency Pathway Program

Policy Number: None

Functional Area(s) Responsible: Academic Affairs and Enrollment Management

Owner(s) of Policy: Academic Affairs and Enrollment Management

Most Recent BOT Approval Date: August 2, 2023

Most Recent Review Date: Spring 2023

Most Recent Review/Revision Type: none minor/non-substantive substantive/extensive

Policy Statement:

The 24 College Credit High School Equivalency Pathway Program (24 Credit Hour Program) is designed for prospective students who do not possess an earned high school diploma or a high school equivalency credential and who also intend to complete an associate's degree from Finger Lakes Community College. The program enables prospective students to matriculate at FLCC and pursue the completion of a high school equivalency credential and an associate degree simultaneously. FLCC adheres to current NYSED regulations regarding secondary education requirements for attendance, matriculation, award of state and federal aid, and conferral of degree.

Reason(s) for Policy:

This policy defines the eligibility requirements for students interested in obtaining a high school equivalency diploma through NY State's 24 Credit Hour pathway.

Applicability of Policy:

All faculty and staff in the Academic and Student Affairs and Enrollment Management divisions should be familiar with this policy.

Eligibility

The admission standards for acceptance into the 24 Credit Hour Program will be maintained as described below, unless superseded by New York State or the Federal Government.

Applicants must:

1. Currently reside in New York State (for a minimum of 30 days) and may not have graduated from high school nor already have qualified for a NYS HSE diploma.
2. Apply to the college to begin in either a fall or spring semester.
3. Reach maximum compulsory school attendance age (MCSAA) prior to being awarded a NYS HSE diploma. Applicants reach MCSAA if they turn age 16 on or before June 30th of the school year in which they can legally drop-out of high school.
4. Complete the Ability-to-Benefit (ATB) Test administered by Finger Lakes Community College and earn the minimum pass scores set by New York State Board of Regents in Reading (233), Writing (235), and Arithmetic (230).

5. Intend to complete an associate's degree or certificate from Finger Lakes Community College at the time of application.

Non-Matriculated Students

Students who pursue the 24 credit hour high school equivalency pathway without matriculating to the college are not required to apply to the college or take the ATB test. Placement testing may be required for English, math, or music courses depending on the program of study. Non-matriculated students and/or students under the age of 18 should work with the Office of Concurrent Enrollment to ensure that selected courses meet the 24 credit hour requirements as determined by NYSED. It is the responsibility of the individual to track their progress towards completion. Non-matriculated students are not eligible for financial aid.

Undocumented Students

Finger Lakes Community College is committed to ensure all students receive an affordable college education. If undocumented students meet the eligibility requirements set by FLCC, NY State, and the Federal Government listed in the above section, they are eligible for the program.

Transfer Credits

Coursework which has been satisfactorily completed with a grade C- or better at any accredited college or university or AP tests with a 3 or above will be considered for transfer credit at FLCC. Students must request an official copy be sent to FLCC to determine if credits would apply towards the 24 credit hour requirements. Upon completion of the 24 credit hour program, the student will be responsible for requesting an additional official copy of the transcript. The second copy will be sent with the completed application. FLCC will not mail applications without all official documentation.

Students who would like to be certified by FLCC as completing the 24 credit hour high school equivalency diploma requirements must complete at least 50% of their courses at FLCC per Policy A-9: Degree and Certificate Requirements.

Grading

Students earning credits towards their 24 credit hour high school equivalency diploma are required to earn a D- or higher in each course at FLCC; a minimum grade point average (GPA) is not required. In some cases, students may need to earn a higher grade to move into other courses or to maintain good standing for financial aid. To receive an associate degree from FLCC, students must achieve at least a 2.0 cumulative GPA. Students who have questions about their eligibility based on their grades and/or GPA should contact the Director of Academic Advising, Career and Transfer Services for clarification.

Definitions:

None

Related Documents:

Admissions

Basic Skills Testing & Placement

[Transferring Credits to FLCC](#)

Degree and Certificate Requirements

Students Under Age Sixteen

Matriculation

[New York State High School Equivalency Diploma](#)

[New York State Guidance: ATB Testing](#)

Immunization Requirements for College Students

[SUNY: Undocumented Students](#)

Procedures:

Prospective students must apply to the college to begin their studies in a fall or spring semester. Students enrolling in the 24 credit hour pathway are not eligible to begin during the summer or winter term.

Upon applying to the college, the Admissions Office will notify the student that they will need to complete and pass the Ability To Benefit (ATB) Test as a condition of their acceptance. Applicants will schedule their test directly with the Testing Coordinator in the Academic Advising, Career and Transfer Services (AACTS) Office. The ATB Test is not timed, but students will need access to a computer with a webcam and a quiet place to test. Students without a computer or an appropriate testing location should contact the AACTS Office prior to scheduling a testing appointment. Students must complete their ATB test at least one week prior to the first day of the semester in order to begin classes that semester.

If a prospective student would like to request testing accommodations, please contact Disability Services prior to scheduling the ATB Test.

Once an applicant completes the ATB Test, the Admissions Office will notify the student if they met the minimum passing scores in Reading, Writing, and Arithmetic. Students must meet the minimum scores in all three categories for acceptance into college for the 24 Credit Hour Program. The approved minimum pass scores for each test are shown below. Institutions must use the minimum score or higher as defined by the Board of Regents. Applicants are allowed to retest once in any sections that the minimum score was not attained. Students must wait at least 14 days before retesting per Accuplacer testing policy.

Minimum Pass Scores:

- Reading: 233
- Writing: 235
- Arithmetic: 230

Upon meeting the standards for admissions into the 24 Credit Hour Program, prospective students may be admitted to Finger Lakes Community College. Admitted students will be required to complete specific coursework as dictated by the New York State Department of Education and Finger Lakes Community College. Progress is tracked by the student in collaboration with the Director of Academic Advising, Career and Transfer Services or designee. Students attending FLCC for the 24 credit hour program must also be in compliance with the college's immunization requirements.

Once a student successfully completes the required 24 credits, the student is responsible for

completing Section A of the College Credit Pathway Application found on the NY State Education Department website: [Application: 24 College Credit HSE Pathway](#). A completed application and any accompanying documents and payment should be sent to the Director of Academic Advising, Career and Transfer Services. The director or designee will ensure the student has completed all required course distribution areas as required by NY State before the College certifies completion and mails the complete application. Applicants who send in documentation which meets all program requirements will receive a New York State High School Equivalency diploma with an official transcript certifying that they were awarded the diploma through the provision, evaluation and acceptance of earned college credit. Duplicate copies of the 24 credit hour high school equivalency diploma must be requested through the NY State Education Department. FLCC can only provide official and unofficial transcripts of coursework at FLCC.

Financial Aid

Students who are accepted into the 24 Credit Hour Program may be eligible for NY State TAP or other State awards.

Forms/Online Processes:

None

Appendix:

None