ADMISSIONS & REGISTRATION

METHODS OF ADMISSION

Prospective students/applicants are required to and responsible for meeting all admission requirements set forth by Navarro College.
Failure to meet all requirements will result in the: student's Navarro College transcript withheld and/or the inability of future registrations.
Admission to Navarro College may be obtained by one of the following methods:

1. **High School Graduate:** An applicant who is a graduate of an accredited high school, both public and private, will be admitted to Navarro College upon presentation of a properly authenticated high school transcript verifying that the student has graduated from high school. a.) High school students are strongly recommended to follow the State Board of Education's recommended 24-unit High School Program to help be fully prepared for college following graduation.
2. **High School Equivalency (HSE):** An applicant who is not a high school graduate may be admitted by successfully completing a high school equivalency test and providing a GED transcript with passing scores. The GED test is administered at Navarro College and applicants interested in gaining admission by this method should inquire at the Testing Center or the Adult Education Program office.
3. **Individual Approval:** Students may apply for individual approval at the Office of Admissions. The applicant/prospective student must be enrolled in and attending the Navarro College Adult Education classes/HSE class and will agree to attempt to pass the HSE prior to the beginning of the next semester. Failure to do so will be justification for the applicant/prospective student to not be allowed to enroll the subsequent following semester at Navarro College. If a student is not enrolled in or attending HSE classes, they forfeit the ability to be admitted to Navarro College and assume the understanding that they will be dropped from college classes, both credit and non-credit.

Transfer from Another College or University: Applicants/prospective students transferring to Navarro College from other institutions of higher education are required to submit all official transcripts from all U.S. (and U.S. territories) institutions previously attended, to the Office of Admissions. Please note, transcripts must be no older than three years from the date the transcript was printed to comply with the state records and retention law, established by the Texas State Library and Archives Commission.
Returning Students: Those seeking readmission to Navarro College after having not attended Navarro College for a year or longer must also submit a new admissions application.
Credit for courses in which a passing grade ("D" or better) has been earned may be transferred to Navarro College from the following institutions:
Institutions that are regionally accredited:

- Higher Learning Commission
- Middle States Association of Colleges and Schools Commission on Higher Education
- New England Association of Schools and Colleges
- Northwest Association of Colleges and Schools Commission on Colleges
- Southern Association of Colleges and Schools Commission on Colleges
- Western Association of Schools and Colleges Accrediting Commission for Senior Colleges
- Western Association of Schools and Colleges Accrediting Commission for Community and Junior Colleges

Institutions that are not regionally accredited. Students transferring credits from these institutions will be evaluated by the Executive Dean on a case-by-case basis. Factors that will be considered relating to these courses include:

- Course Grade.
- Contact/Credit Hours.
- Student Learning Outcomes.
- Faculty Credentials.
- Level.
- Content.
- Quality.
- Comparability; and
- Degree program relevance.

It is the applicant/prospective student's responsibility to provide all transcripts and documents necessary to evaluate any prior educational experience.

The applicants/prospective students who complete coursework at colleges and universities outside the United States:

1. Will be considered on a case-by-case basis.
2. All foreign credentials submitted to the college must include the original plus a certified English translation.
3. An official evaluation of foreign credentials must be completed before transfer credit can be granted.
4. The applicant/prospective student is responsible for arranging credential evaluation.
5. A list of acceptable professional evaluation services is available in the Office of Admission or the Registrar's Office.
6. Applicants/prospective students are expected to pay all costs of translation and/or evaluation of foreign credentials.

7. Applicants/prospective students who register but fail to list on the admissions application other colleges or universities attended, or who are otherwise ineligible to attend Navarro College, will be subject to dismissal with forfeiture of all tuition and fees.

Home Schooled
Applicants/prospective students who have completed high school in a home school setting must provide a home school high school transcript clearly displaying the following information:

1. Student Name (First, Middle, Last)
2. Student's date of birth
3. For each course completed, include the following is required: a.) Specific course title, b.) units of credit for each, c.) time frame and semester in which completed, d.) grade received and description of grading system used such as a grade scale or grade key.
4. Graduation Date (month/day/year) indicating completion of secondary school education.
5. The name of the home school administrator who organized, taught, and evaluated course work, if not the parent; named in item F below, include the name of the home school administrator.
6. The following statement, or one substantially similar, shall appear above the parent signature line described: *I, the undersigned, do hereby solemnly attest that this student has completed a secondary school education in a home school setting on the date indicated, and under the laws governing the state and country in which the home school occurred.*
7. Name and address of parent or legal guardian with space for their signature. The transcript is to be signed in the presence of a Notary Public (see item H below).
8. The transcript must be notarized; to include: a.) Notary Public Signature, b.) printed name, c.) date, d.) state and county and e.) date commission expires.

The transcript containing the original notarized seal must be sent to the Navarro College Office of Admissions and the Registrar's Office.

International Students.
The Registrar, in conjunction with the Office of Admissions, oversees International Student admissions to Navarro College. All requirements must be met prior to you being admitted to Navarro College and an I-20 being issued. International Applicants who do not meet all international requirements may be referred to the International Admissions Committee for review. Completion of all admissions requirements are listed below. Note that all requirements must be met to be admitted to Navarro College and the I-20 being issued.

1. International Student admissions application can be found online at navarrocollege.edu/international.
2. Navarro College Financial Statement Form (Signature of the sponsor must be notarized)
3. Official Bank Statement - Bank statements must be certified by a bank official showing support at the level of $15,021 USD or more for at least three consecutive months. *Tuition is approximately $3,200 per 15 credit hour semester.*
4. Official Transcripts - a.) Official High School, GED, or College transcripts. b.) All transcripts must be evaluated (recommended companies include INCRED and WES) to be considered for admission.
5. English Proficiency Scores: Those seeking International Admission to Navarro College are permitted to demonstrate English proficiency using either the TOEFL or Duolingo exams. a.) TOEFL - Paper-based TOEFL scores of 500 or more, Internet-based TOEFL scores of 61 or more. b.) IELTS scores of 5.5 or more will also be accepted. c.) See TOEFL waiver (listed in application) for further exemptions. d.) Duolingo English Score - Minimum score of 95.
6. Medical Certifications: a.) Tuberculosis Statement, along with a certified doctor's note of written proof of a negative, b.) Tuberculosis/Mantoux/Clear Chest X-ray and c.) Bacterial Meningitis Vaccination record (only applies to those who are under 22 years of age) along with certified vaccination of bacterial meningitis shot.
7. Statement of Understanding
8. Passport Information: a.) A copy of the front page of your passport biography and all previous U.S. visas granted to student. b.) Transfer Clearance Form. c.) Only required for international students already studying in the U.S. who are applying to transfer into Navarro College. All other applicants are not required to complete this step.

For detailed information, please visit the international student website at https://www.navarrocollege.edu/international/index.html
For questions, please email: nc.international@navarrocollege.edu

Navarro College International Students admissions deadlines:

- Fall July 15
- Spring November 15
- Summer April 15

Career & Technical Programs.
Although Navarro College has an "open door" admission policy, some career and technical programs have limited enrollments. Those programs include, but are not limited to, BSN, Associate Degree Nursing, Vocational Nursing, Medical Laboratory Technology, Occupational Therapy Assistant, Physical Therapy Assistant, Emergency Medical Technician, Paramedic, Fire Academy, and John Deere Ag Tech.
Applicants wishing to enter one of these limited access programs should contact the appropriate dean or department chair for program requirements and admission procedures.

Early Admissions Program for Eligible High School Students.

The Early Admissions Program at Navarro College offers an opportunity for eligible high school students to earn college credits while still enrolled in their high school subject under the following conditions:

1. Participants must be entering their freshman year in high school and have written approval of the high school and parent/guardian.
2. Students must have completed the TSIA2 Assessment or be exempt from the State of Texas end-of-course exams.
3. Students must adhere to all policies of the college and high school including daily attendance requirements. Navarro College assumes no responsibility for the loss of eligibility of high school students enrolled in this program to participate in University Interscholastic League activities. Students who meet the above criteria will be accepted into Navarro College on individual approval.

Dual Credit Enrollment.
The Dual Credit Program at Navarro College offers an opportunity for high school students to take college-level academic or career and technical courses for both high school and college credit. Such courses are offered based upon a written agreement between participating independent school districts and Navarro College and follow the provisions relating to courses for joint high school and college credit listed in Section 130.008 of the Texas Education Code. For additional information regarding dual credit enrollment, contact the Dean of Dual Credit.

Summer/Mini Session Students from Other Colleges.
A student who is enrolled in another college, and who expects to return to that school in the fall, will be admitted to the summer/winter mini session of Navarro College upon presentation of an official transcript from the records office of the other college showing the number of semester hours completed. Such transfer students must adhere to the same rules and standards concerning admission procedures and placement testing as all other students.

Returning Students.
Students returning to Navarro College after one spring or fall semester will re-enter under the catalog and programs in effect then. Technical programs change frequently, depending on industry requirements, and new degree plans may require additional coursework. Student returning to Navarro College after two or more consecutive regular semesters during which the student is not enrolled in a public institution shall submit an updated Apply Texas application (www.goapplytexas.org), proof of residency and official transcripts from institutions attended after the last enrollment at Navarro College.

Navarro College is accredited by the Southern Association of Colleges and Schools Commission on Colleges (SACSCOC) to award associate and baccalaureate degrees. Navarro College also may offer credentials such as certificates and diplomas at approved degree levels. Questions about the accreditation of Navarro College may be directed in writing to the Southern Association of Colleges and Schools Commission on Colleges at 1866 Southern Lane, Decatur, Georgia 30033-4097, by calling (404) 679-4500, or by using information available on SACSCOC's website.