

Aliens Who Are Residents of Texas

Texas law states that an individual can be considered a resident of Texas if the individual resided with a parent, guardian, or conservator at least part of the time while he or she attended a public or private high school in this state, and:

1. Graduated from a public or private high school or received the equivalent of a high school diploma in this state;
2. Resided in this state for at least three years as of the date the person graduated from high school or received the equivalent of a high school diploma;
3. Registers as an entering student in an institution of higher education not earlier than the 2001 Fall Semester; and
4. Provides to the institution an affidavit that the individual will file an application to become a permanent resident at the earliest opportunity the individual is eligible to do so.

Documents for Determining Residency

The following documents have been found acceptable for determining Texas residency by the Texas Higher Education Coordinating Board.

1. Texas high school transcript
2. Texas college or university transcript
3. employer statement of date of employment
4. permanent driver's license at least one year old
5. Texas voter registration
6. lease agreement which includes student's name and periods covered
7. property tax payments
8. canceled checks
9. utility bills

Academic Fresh Start

Senate Bill 1321 (Barrientos) entitles residents of this state to seek admission to public institutions of higher education without consideration of courses undertaken ten or more years prior to enrollment. This bill has been called the "Right to an Academic Fresh Start." This bill gives students the option of electing to have coursework, taken ten or more years prior to the starting date of the semester in which the applicant seeks to enroll, either counted as usual or ignored for admission purposes. Applicants who elect to apply for admission under this law and who are admitted as students may not receive any course credit for courses undertaken ten or more years prior to enrollment.

Credit for Military Experience

The college accepts military credit through the ACE Guide. There is no limit placed on the number of credits accepted. However, students who plan to graduate with an A.A., A.S., A.A.T., A.A.S. degrees and certificates must complete 25 percent of the required semester hours at Southwest Texas Junior College.

Credit for Experiential Learning

Other than credit for military experience, the college does not accept any other form of experiential credit.

Credit for Professional Certification

SWTJC awards advanced placement credit (grade "P" to students who are currently certified in fields for which there is an equivalent technical program curriculum in place. In order for credit to be granted, learning outcomes of the course must directly parallel the competencies designated in the certification process. Described below are the advanced placement course options available to SWTJC students:

1. In the Criminal Justice program, students take up to six courses with curriculum regulated by the Texas Commission on Law Enforcement Standards and Education (TCOLE). A student already licensed as a Texas Peace Officer, Texas Jail Guard, and/or certified as a Telecommunications Operator may apply for advanced placement credit for the appropriate courses. See Criminal Justice Advanced Placement Policy.
2. In the Vocational Nursing program, students take one course in basic nursing skills based on a curriculum regulated by the State Board of Nursing Examiners. Certified Nurse Aide (CNA) training contains an identical basic skills component. A student already certified as a CNA may apply for advanced placement credit for the basic skills course. See Vocational Nursing Advanced Placement Policy.

Transfer of Credit

Southwest Texas Junior College accepts transfer of college level (or developmental level) course work taken at other institutions accredited by the Southern, Middle State, New England, North Central, Northwest, or Western Association of Colleges and Schools.

- A. Courses are evaluated by course descriptions for content (using the catalogues of attended institutions) and semester-hours given on a transcript.
- B. Quarter-hour credit is evaluated at six-tenths (0.6) of a semester-hour. Credit may be given for meeting Southwest Texas Junior College Core Curriculum requirements, but additional semester-hours may be required to meet degree requirements at Southwest Texas Junior College.
- C. Transcripts from institutions participating in the Texas Common Course Numbering System are evaluated according to their definition of the course content and semester-hour awarded. Credit is given for meeting Southwest Texas Junior College Core Curriculum requirements, but additional semester hours may be required to meet degree requirements of Southwest Texas Junior College.
- D. Transcripts from institutions participating in the Workforce Education Course Manual (WECM) numbering system are evaluated according to their definition of the course content and semester-hour credit given. Additional semester-hours may be required to receive an Associate of Applied Science degree or Level One Certificate from Southwest Texas Junior College.
- E. Courses on transcripts for which Southwest Texas Junior College does not have the equivalent are accepted by Southwest Texas Junior College and may be used when applicable (meets a social-studies, fine arts, etc. requirement) toward a degree from Southwest Texas Junior College.
- F. Students may appeal their transcript evaluation to the Vice-President of Student Services. Course substitution appeals to meet Southwest Texas Junior College's degree requirements are to be made to the Vice-President for Academic Affairs.

Catalog Eligibility for Junior College or University Transfers

A student transferring from an accredited public junior college or university has the same choice of catalog, designating degree requirements that would have been possible if the student's dates of attendance at Southwest Texas Junior College had been the same as the dates of attendance at the other colleges. However, the student's choice of baccalaureate major and receiving institution may affect whether or not transferable coursework may be counted toward a degree.

TSI INFORMATION AND DEVELOPMENTAL EDUCATION POLICIES

Southwest Texas Junior College (SWTJC) maintains an “open door” admissions policy, and as a result, students enter the college in various stages of academic preparedness. Therefore, the presence of a valid and consistent developmental education program is vital to ensure a pathway for academically underprepared students. The following Developmental Education Plan explains the basic requirements of the Texas Success Initiative (TSI) program and provides a procedural overview of the Developmental Education Program at Southwest Texas Junior College.

TSI Basic Information

The Texas Success Initiative (TSI) was mandated by Texas law in 2003 and went into effect September of 2003. The purpose of TSI is to ensure that all students enrolling in public higher education in Texas possess or have the opportunity to gain academic skills needed to perform effectively in college-level coursework. TSI includes an assessment component designed to identify and provide diagnostic information about the reading, writing and mathematics skills of each student. Students who do not receive the minimum required score on the approved assessment instrument are considered TSI “deficient” or not college-ready and must be:

- (1) Advised regarding developmental education necessary to achieve readiness in performing freshman-level academic coursework, and
- (2) Provided a plan which shall include developmental education⁵ and may include provisions for enrollment in appropriate non-developmental coursework.

The Developmental Education Program at SWTJC complies with the requirements of the Texas Success Initiative as outlined and explained in Title 19, Part 1, Chapter 4, Subchapter C, of the Texas Administrative Code.

TSI Exemptions

Students who meet one of the following conditions are exempt from the Texas Success Initiative (TSI) requirements (from Title 19, Part 1, Chapter 4, Subchapter C, Rule 4.54 of the Texas Administrative Code):

1. The following students shall be exempt from TSI requirements:

- (1) For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards that cannot be raised by institutions:
 - (a) **ACT**: composite score of **23** with a minimum of **19** on the English test shall be exempt for both the reading and writing sections of the TSI Assessment, and/or the mathematics test shall be exempt for the mathematics section of the TSI Assessment;
- (2) **(b) Scholastic Assessment Test (SAT)**: a combined critical reading (formerly "verbal") and mathematics score of 1070 with a minimum of 500 on the critical reading test shall be exempt for both reading and writing sections of the TSI Assessment, and/or 500 on the mathematics test shall be exempt for the mathematics section of the TSI Assessment. For a period of three (3) years from the date of testing, a student who is tested and performs on the Eleventh grade exit-level Texas Assessment of Academic Skills (TAAS) with a minimum scale score of **1770** on the writing test, a Texas Learning Index (TLI) of 86 on the mathematics test and 89 on the reading test.
- (3) For a period of five (5) years from the date of testing, a student who is tested and performs at or above the following standards that cannot be raised by institutions:
 - (A) on the Eleventh grade exit-level Texas Assessment of Knowledge and Skills (TAKS) with a minimum scale score of 2200 on the math section and/or a minimum scale score of 2200 on the English Language Arts section with a writing subsection score of at least 3, shall be exempt from the TSI Assessment required under this title for those corresponding sections; or

English Language Arts section with a writing subsection score of at least 3, shall be exempt from the TSI Assessment required under this title for those corresponding sections; or

(B) STAAR end-of-course (EOC) with a minimum score of Level 2 on the English III shall be exempt from the TSI Assessment required under this title for both reading and writing, and a minimum score of Level 2 on the Algebra II EOC shall be exempt from the TSI Assessment required under this title for the mathematics section.

- (4) A student who has graduated with an associate or baccalaureate degree from an institution of higher education.
 - (5) A student who transfers to SWTJC from a private or independent institution of higher education or an accredited out-of-state institution of higher education and who has satisfactorily completed college-level coursework as determined by SWTJC.
 - (6) A student who has previously attended any institution and has been determined to have met readiness standards by that institution.
 - (7) A student who is enrolled in a certificate program of one year or less (Level-One certificates, 42 or fewer semester credit hours or the equivalent) at SWTJC, a public technical institute, or a public state college.
 - (8) A student who is serving on active duty as a member of the armed forces of the United States, the Texas National Guard, or as a member of a reserve component of the armed forces of the United States and has been serving for at least three years preceding enrollment.
 - (9) A student who on or after August 1, 1990, was honorably discharged, retired, or released from active duty as a member of the armed forces of the United States or the Texas National Guard or service as a member of a reserve component of the armed forces of the United States.
 - (10) Certain non-degree-seeking or non-certificate-seeking students may be exempted.
 - (11) ESOL Waiver--An institution may grant a temporary waiver from the assessment required under this title for students with demonstrated limited English proficiency in order to provide appropriate ESOL/ESL coursework and interventions. The waiver must be removed after the student attempts 15 credit hours of developmental ESOL coursework or prior to enrolling in entry-level freshman coursework, whichever comes first, at which time the student would be administered the TSI Assessment. Funding limits as defined in Texas Education Code, §51.3062(1)(1) and (2) for developmental education still apply.
2. A student may be exempt from placement in developmental education courses if a grade of C or better has been earned in one of the courses listed below for each area of deficiency:

Reading

- (1) HIST 1301, 1302 (U.S. History);
- (2) ENGL 2321, 2322, 2323 (British Literature);
- (3) ENGL 2331, 2332, 2333 (World Literature);
- (4) ENGL 2326, 2327, 2328 (American Literature)
- (5) PSYC 2301 (General Psychology);
- (6) GOVT 2305, 2306

Writing

- (1) ENGL 1301 (Composition I) or
- (2) ENGL 1302 (Composition II)

Mathematics

- (1) MATH 1332 (College Mathematics);
- (2) MATH 1314 (College Algebra);
- (3) MATH 1316 (Plane Trigonometry);
- (4) Higher level math course that has the above as prerequisites

Exceptions

SWTJC offers Level I Certificates, (refer to College catalog for programs), which require 42 or fewer semester hours. Students enrolled in these Certificates are TSI exempt, but may be required to meet individual course TSI requirements. Students in this classification can take only classes listed in the Level I Certificate program. Enrolling in other classes requires the student to meet all TSI requirements.

Transfers

Students who have previously attended a Texas public institution of higher education and are not TSI complete or exempt from TSI requirements must test on the TSI Assessment . If the student fails to score “College Ready” on any portion of the assessment, an appropriate developmental education plan will be required .

Assessment/Testing

Unless a student is exempt by one of the conditions above, THECB Rule 4.55 requires that an institution assess the academic skills of each entering undergraduate student prior to enrollment of the student. Under exceptional circumstances, an institution may permit a student to enroll in freshman-level academic coursework without assessment but shall require the student to be assessed not later than the end of the first semester of enrollment in freshman-level academic coursework. SWTJC complies with this request by requiring assessment of all entering students who do not meet the TSI exemption criteria listed above. **Entering students who are not assessed prior to the beginning of their next semester of enrollment are prohibited from registering for additional coursework.**

Students who are TSI exempt or who have been tested with an approved assessment instrument must provide SWTJC with official transcripts or score reports prior to registering for classes. It is recommended that testing be completed at least two weeks prior to registration.

The SWTJC Testing Center administers the TSI Assessment. Students should request information from the SWTJC Testing Center to access the required Pre-Assessment activity and testing schedules.

High school and home schooled students who are not exempt from TSI requirements as described in the exemption section and who desire to attend SWTJC must be assessed prior to enrolling. High school and home schooled students are subject to the “SWTJC Academic Dual Credit Course Requirements”. A current copy can be obtained from the SWTJC Outreach Office Web page.

College Readiness Standards

The Texas Higher Education Coordinating Board (THECB) has established “College Ready” minimum scores for all sections of the TSI Assessment. Students who score at or above these minimum scores are thereby deemed “college ready” and are not required to complete any college preparatory/developmental coursework or material. The current approved “College Ready” scores as well as scores requiring students to enroll in college preparatory/developmental work are available by clicking here.

Retesting

With the inception of the TSI Assessment in Fall, 2013, students may retest on any part or parts of the TSI at any time.

Individual Student Plans - Placement

A student scoring below the “College Ready” threshold on one or more of the TSI subject areas is required to consult with an SWTJC academic advisor. The advisor will work with each student to create an individualized developmental education plan that may include developmental courses, non-course-based options, (NCBO), linked courses, and appropriate non-developmental coursework. Each plan for academic success will be designed to provide the best opportunity for the student to succeed in performing freshman-level academic coursework. The student’s individual education plan and the TSI requirements will be updated on a regular basis and made available to the student. SWTJC will consider all federal laws pertaining to individuals with disabilities when assessing and advising such students. The individual education plan will adhere to the following requirements:

- (a) The student will be required to participate in college preparatory work for all areas of TSI deficiency until the student is “college ready.”

- (b) A student who scores below “college ready” in Reading must be continuously remediated in reading until successfully completing the developmental sequence or retesting as “college ready” on the TSI Assessment.
- (c) Full-time students who score below “college ready” in two or more areas must enroll for developmental work in at least two areas and enroll in a college success skills course.
- (d) Part-time students will be required to maintain a reasonable ratio of developmental education classes.

Support Services

SWTJC offers support services for students in the following areas:

- (1) *Academic advisement*
- (2) *Career counseling*
- (3) *Crisis and personal counseling (referrals)*
- (4) *Referral to, and partnerships with, community agencies*
- (5) *Student Success Centers located at college facilities in Crystal City, Del Rio, Eagle Pass, and Uvalde.*
- (6) *Support for students with disabilities*

Attendance

Students are expected to regularly attend all classes in which they are enrolled and are responsible for the subsequent completion of all work missed during an absence. Any instruction missed and not subsequently completed may affect the grade of the student regardless of the reason for the absence. The manner in which make-up work is administered is left to the professional discretion of the individual faculty member.

The instructor of a developmental education course may request the withdrawal of a student from a class when the total number of absences exceeds the equivalent of two weeks of class meetings in a course; specifically, (a) six from a class that meets three times per week (typical MWF schedule), (b) four from a class that meets two times per week (typical TTH schedule), (c) two from a class that meets once per week (an evening course, e.g.), and (d) three from a summer class. Attendance counting begins on the official first day of the class. When an instructor requests the withdrawal (drop) due to excessive absences of a student from a course, a grade of EW will be recorded in the student’s record. SWTJC makes no distinction between excused or unexcused absences. Therefore, the instructor may count all absences in reaching the total except when prohibited by State law or statute.

College policy requires that faculty report student attendance continuously throughout a semester. The college will review and assess the situation of students not showing regular attendance and withdraw students who do not take corrective action. At times other than these, the option of enforced withdrawal is left to the course instructor (see above).

A student who tests below “college ready” on the TSI Assessment, and whose individual education plan calls for enrollment in one or more developmental education courses must remain enrolled in at least one developmental education course or be subject to withdrawal from all classes.

Restricted Access to College Level Courses

All students, regardless of TSI status, must observe college course prerequisites, co-requisites, and TSI requirements as described in the current college catalog.

CREDIT BY EXAMINATION

Southwest Texas Junior College provides students with the opportunity to earn Credit By Examination. Any college student may receive credit in certain courses, subject to the requirements and policies below.

General Requirements

To receive Credit By Examination, a student must meet the following general requirements:

1. The student must be enrolled in SWTJC.
2. The student must be TSI complete in all areas.
3. The students must have completed at least six semester credit hours at SWTJC through regular coursework.
4. Credit By Examination awards are limited to 24 semester credit hours

ACT Program Examination

Scores from the ACT Program will be used in giving credit for ENGL 1301 as follows:

Standard Score of 29 – Grade A

Standard Score of 27 – Grade B

SAT Program Examination

Scores from the SAT Program will be used in giving credit for MATH 1314 as follows:

SAT – MATHEMATICS GENERAL EXAM

MATHEMATICS	Score	Sem. Cr. Hrs.	Grade
MATH 1314	500-560	3	B
MATH 1314	561-800	3	A

College Entrance Examination Board (CEEB) Examinations

Credit by Examination from the College Entrance Examination Board (CEEB) will be awarded as follows:

Advanced Placement Exam (A.P.E.)	Score	Semester Credits	Hour	Grade
BIOLOGY	4	BIOL 1406		A
CALCULUS-AB	4 or 5	MATH 2413		A
CALCULUS-BC	3	MATH 2413		A
CALCULUS-BC	4 or 5	MATH 2413-14		A
CHEMISTRY	3	CHEM 1311 CHEM 1111		B
CHEMISTRY	4	CHEM 1311 CHEM 1111		A, B
CHEMISTRY	5	CHEM 1311-12 CHEM 1111-12		A, A
ENGLISH	4	ENGL 1301-2		A, B
ENGLISH	5	ENGL 1301-2		A, A
HISTORY	3	HIST 1301		B
HISTORY	4	HIST 1301-2		A, B
HISTORY	5	HIST 1301-2		A, A
PHYSICS-B	4	PHYS 1401		A, B
PHYSICS-B	5	PHYS 1401-2		A, A
SPANISH	4	SPAN 1411-12		A, B
SPANISH	5	SPAN 1411-12		A, A

Ninety Minute English Composition	Score	Semester Hours Credit	Grade
ENGL 1301	521-565	3	B
ENGL 1301	566-610	3	A

CEEB – SAT (English)			
ENGL 1301	575-600	3	B
ENGL 1301	601-625	3	A
ENGL 1301 & 1302	626-675	6	A, B
ENGL 1301 & 1302	676-800	6	A, A

College Level Exam Program (CLEP) Examination

The College Level Exam Program (CLEP) awards three to eight semester hours of credit depending on course. Credit by Examination for the CLEP – a letter grade is awarded for the following scaled scores:

CLEP – SUBJECT EXAM

SUBJECT - SWTJC COURSE	A	B	C
INTRODUCTORY ACCOUNTING - ACCT 2401	59	52	47
FEDERAL GOVERNMENT – GOVT 2305	58	55	47
AMERICAN HISTORY - HIST 1301	59	53	46
AMERICAN LITERATURE - ENGL 2327	57	50	46
BIOLOGY - BIOL 1406	61	53	49
GENERAL CHEMISTRY - CHEM 1311/1111	65	53	48
FRESHMAN ENGLISH - ENGL 1301	62	55	50
GENERAL PSYCHOLOGY - PSYC 2301	55	51	47
COLLEGE SPANISH I & II - SPAN 1411-12	60	55	50
INTRODUCTORY SOCIOLOGY - SOCI 1301	65	55	47
TRIGONOMETRY - MATH 1316	62	55	49
WESTERN CIVILIZATION - HIST 2311	63	56	50

International Baccalaureate Diploma (IBD)

In compliance with Senate Bill 111, Southwest Texas Junior College offers at least 24 hours of credit to all IB diploma candidates with subject exam scores of 4 or higher. However, course credit does not have to be awarded on any IB exams where a score earned is a 3 or less. Students must submit an IB transcript to Southwest Texas Junior College and must show proof of meeting the Texas Success Initiative (TSI) requirements prior to enrollment. Southwest Texas Junior College and SACSCOC (Southern Association of Colleges and Schools/ Commission on Colleges) policies require students who plan to graduate with an A.A., A.S., or A.A.S. degree to complete 25% of the required semester credit hours at SWTJC. Credit with a grade of "P" will be awarded for course work according to the following table.

IBD – SUBJECT EXAM

IBD SUBJECT AREA	IBL SCORE	SWTJC COURSER	SCH
MATHEMATICS			
MATHEMATICS (HL)	4 or higher	MATH 1314 & 1316	6
MATHEMATICS WITH FURTHER MATHEMATICS	4 or higher	MATH 1314, 1316, & 2342	9
MATHEMATICAL METHODS	4 or higher	MATH 2413	4
MATHEMATICAL STUDIES	4 or higher	MATH 1325	3
MODERN LANGUAGES			
LANGUAGE A1 OR A2 (SL)			
SPANISH	4 or higher	SPAN 1411 & 1412	8
LANGUAGE A1 OR A2 (HL)			
SPANISH	4 or higher	SPAN 1411, 1412, 2311, & 2312	14
LANGUAGE B (SL)			
SPANISH	4 or higher	SPAN 1411 & 1412	8
LANGUAGE B (HL)			
SPANISH	4 or higher	SPAN 1411, 1412, 2311, & 2312	14

LANGUAGE AB INITIO			
SPANISH	4 or higher	SPAN 1411	4
MUSIC	4 or higher	MUSI 1306	3
PHILOSOPHY	4 or higher	PHIL 1301	3
PHYSICS (SL)	4 or higher	PHYS 1401	4
PHYSICS (HL)	4 or higher	PHYS 1401 & 1402	8
PSYCHOLOGY	4 or higher	PSYC 2301	3
SOCIOLOGY	4 or higher	SOCI 2301	3
SOCIAL AND CULTURAL ANTHROPOLOGY	4 or higher	ANTH 2346	3
THEATER ARTS	4 or higher	DRAM 1310	3

LOCAL ARTICULATION ADVANCED PLACEMENT

A registered Local Articulation student who completes the first year of a SWTJC Local Articulation certificate or degree program may apply to change articulated high school course grades from “P” to a letter grade equal to a “C” or the letter grade equivalent of the student’s first year GPA, whichever is greater. The GPA is rounded to the next highest whole number to determine the letter grade. For instance, a GPA of 3.25 is rounded to 4.00 and entered as the letter grade A. The student’s written application must be approved by (1) a College instructor in the student’s Local Articulation program who is personally familiar with the student’s capabilities and the competencies associated with the articulated courses, and (2) a College administrator, preferably either the Vice-President for Academic Affairs or the Outreach Director. Upon approval, the student’s transcript will be changed to reflect the new grade(s). To begin the application process, the student should contact a counselor or the Technical Education Director.

A registered Local Articulation student who completes at least six hours of coursework at SWTJC and who has received a recognized certification or licensure associated with an articulated course may apply for a grade change from “P” to a letter grade. The table below gives the recognized certification and licensures along with corresponding grade change equivalencies. To begin the application process, the student should contact a counselor or the Technical Education Director.