

Veteran Admissions Policies

Discrimination Policy

Columbia College does not discriminate on the basis of sex in its Evening, Online, Online, or Graduate Programs. Columbia College does not discriminate on the basis of race, color, religion, national origin, age, or disability in any of its educational programs, admissions procedures, or employment practices.

Admissions:

Women's College

Columbia College encourages all qualified women to apply for admission. Equal educational opportunities are offered to women regardless of race, color, religion, ethnic or national origin, marital status, or disability. The College seeks to enroll students who will benefit from the academic programs and who will live together in an honorable community.

Selection to Columbia College is competitive and not determined by any single factor; rather, the College reviews each person's application to predict her or his success at Columbia College. Candidates must provide satisfactory evidence that, in scholarship and character, they are qualified for the education program and standards maintained at Columbia College. The College reserves the right to deny admission to any student whose record indicates that she or he may not be a successful participant in the educational program or whose conduct as a whole is viewed by the College to be inconsistent with its goals, standards, and/or ideals. Individual interviews may be required in some cases.

Evening College

Credentials necessary for admission to the Evening College are the following: (1) a completed online application and (2) official transcripts from all colleges previously attended (high school transcripts if the applicant has not already earned an Associate's or Bachelor's degree, or upon request of the Admissions Committee).

Additionally, students must have a high school or college GPA of 2.0 or higher.

The Evening College reserves the right to deny admission to any student whose record indicates that she/he may not be a successful participant in the educational program or whose conduct as a whole is viewed by the College to be inconsistent with its goals, standards and/or ideals.

Columbia College reserves the right to determine which transfer courses meet the requirements and standards of the College.

Online Programs

Credentials necessary for admission to the online programs are a completed online application and official transcripts from all colleges previously attended. References, high school transcripts, and training academy transcripts may also be needed by the Admissions Office in some cases.

Students in the online programs must be at least 18 years of age on or before their first day of class. Additionally, they must meet one or more of the following criteria:

1. Have transferable college credit with a minimum GPA of 2.0 or higher on a 4.0 scale,
2. Have an approved training academy certification, or
3. Have two letters of reference attesting to the student's academic potential for college-level work and either an official high school diploma with a minimum GPA of 2.0 or a GED.

The College reserves the right to deny admission to any student whose record indicates that she/he may not be a successful participant in the educational program or whose conduct as a whole is viewed by the College to be inconsistent with its goals, standards and/or ideals. Columbia College reserves the right to determine which transfer courses meet the requirements and standards of the College. See details regarding [transfer credit](#).

Recruiting:

Columbia College does provide and is against any type of commission, bonus or any other incentives to recruit students. Furthermore, Columbia College and its employees does not practice high-pressure sales or tactics. They will provide students with factual information on the college, its programs, costs, financial aid, internship and job opportunities, etc.

Transfer Credit

Columbia College's transfer credit policies are intended to facilitate the transfer of credit from other institutions while also ensuring the quality of courses being transferred as well as their comparability with Columbia College courses and their relevance to the mission and programs of Columbia College.

To further ease the transfer process, Columbia College has established a bridge program with Midlands Technical College.

Eligible Credit

In order to ensure the quality of the transfer credit, only courses taken at a regionally accredited post-secondary institution in which the student earned a grade of "C" or better will be evaluated for transfer credit. Courses taken on a pass/fail basis will be evaluated for credit if the student earned a passing grade and the passing grade is equivalent to earning a grade of "C" or better. Audited courses and courses taken for no credit will not be evaluated. All courses meeting the criteria above, regardless of their mode of delivery (on-line, blended, or traditional), will be evaluated for transfer credit. In addition, the mode of delivery of a course does not affect the

results of its evaluation. However, only courses taken at or as part of a study abroad program through the institution issuing a transcript will be evaluated for credit.

Transcripts from the Army/American Council on Education Registry Transcripts System (AARTS) will be evaluated for potential transfer credit. Credit may also be awarded on the bases of scores from [AP, CLEP, IB, and other standardized examinations as well as departmental examinations](#).

Evaluation of Credit

Potential transfer credit is evaluated on the basis of level, content, comparability, and relevance. Transfer credit will not be awarded for developmental courses, courses below the lowest-level Columbia College course in a subject, or for courses not relevant to a liberal arts program. Most other transfer courses, subject to the limitations below, will be awarded credit. Transfer courses may be deemed equivalent to Columbia College courses. Depending on the level, content, and relevance of the course, non-equivalent transfer credit may satisfy requirements for a major or minor, may satisfy general education requirements, or may only count as an elective. Evaluation of transfer credit is done by the Registrar's Office although the decisions about the acceptability of transfer credit are made by the appropriate division heads.

Limitations of Credit

Columbia College has the following limitations on transfer credit.

- A student may transfer a total of at most 90 semester hours from junior colleges, technical colleges, or two-year institutions.
- General education or elective credit will be awarded for science courses more than 10 years old. However, those courses may not be used to satisfy a major or minor requirement in the sciences. A transferred science course without an associated laboratory component will only be eligible for elective credit unless the laboratory component is completed within five years of the completion of the original course.
- Credit is not awarded for computer courses more than 8 years old.
- Only non-equivalent elective credit is awarded for business or economics courses more than 10 years old.
- Only non-equivalent elective credit is awarded for education courses more than 10 years old.
- Business courses from junior colleges, technical colleges, or two-year institutions equivalent to a Columbia College business course numbered 300 or higher may not be used to satisfy any requirement for a major in business or a minor in management or marketing.
- A maximum total of 6 hours of physical education activity courses (either taken at Columbia College or transferred in) may count towards the 120 hours needed for graduation.
- At most 3 hours of non-equivalent elective credit will be awarded for one "Introduction to College" seminar; additional seminars will not be awarded credit.
- Non-equivalent elective credit may be awarded for internships or field experiences.
- Transfer credit is not awarded for courses taken the semester following a student's academic exclusion from Columbia College.

Other Policies Relevant to Transfer Students

- Students must take 30 semester hours of Columbia College coursework before graduation.
- Students must take at least 12 semester hours of major coursework at Columbia College before graduation. Courses taken on a pass/fail basis do not count towards these 12 hours.
- Students must take at least half of the hours in a minor at Columbia College in order to graduate with the minor.
- Students must have 64 hours of letter-graded coursework at Columbia College and a sufficiently high cumulative GPA to be eligible for graduation honors.