

COLLEGE OF MICRONESIA-FSM

BOARD POLICY No. 4003

Unclassified Students

Date Adopted: 05 May 2006

Date Revised:

Date Reviewed: 24 March 2014

References:

Unclassified students are: (a) individuals taking credit courses prior to applying for admission to the college; (b) students from other universities or colleges taking credit courses at the College of Micronesia-FSM for transfer back to their own institutions; or (c) individuals taking credit courses for personal or professional reasons.

Unclassified students may register in credit courses for which they have the necessary background and in which space is available. Students without the required pre-requisite(s) to a course as listed in the college's *General Catalog* must attain the recommendation of the instructor and the approval of the Vice President for Instructional Affairs or his/her designee to enroll in the course. However, permission of the division chair may also be required in selected courses or academic disciplines. Ordinarily, unclassified students may register for no more than eight credits in an academic semester.

Completing courses while under unclassified status neither constitute nor guarantee admission to any degree program at the college. However, an unclassified student who has completed 24 credits at the college with a minimum GPA of 2.0 may apply for admission on regular status as a student seeking an associate degree. This application for degree seeking status must be made to and processed by the committee on Recruitment, Admissions and Retention (RAR) to ensure that the student is officially matriculated into the college. If admitted to regular status, the student may petition the Office of Admissions, Records and Retention (OARR) to consider credits earned as an unclassified student be counted toward the degree.

COM-FSM degree students may enroll as unclassified students. However, if degree-seeking status is desired, they should seek formal readmission to degree status at the college since credits earned in unclassified status might not be accepted towards the degree.

Regular application procedures for admission to degree programs apply at all times.

See Administrative Procedure 4000.