ADMISSIONS

Doña Ana Community College provides educational opportunities for those who seek to advance in the workforce or to prepare for further study at a higher level. The community college endorses the open-door admission concept and will admit—to the limit of its physical and financial resources—new, first-time students who wish to attend and who have a high school diploma or its equivalent. High school diplomas must be from an accredited high school. Diplomas from accredited, on-line high schools, however, are subject to strict review and may not in all cases be judged valid for the purpose of enrolling at DACC.

Assessment and Accuplacer Placement

Unless applicants have taken the ACT or SAT within the last 12 months, they will be required to take the Accuplacer assessment, which covers basic academic skills. Transfer students who have taken math and English courses at another institution may be exempted from taking the Accuplacer.

Academic assessment and placement improves one’s chances for success in college courses. The Accuplacer is not used to select students; rather, it ensures students will be placed in classes best suited to their preparation and ability. These may include credit ESL courses, if English is not their first language. If deficiencies in basic academic skills are indicated, an individualized educational plan can be developed by an advisor to help the student acquire these skills.

There is no charge for a first-time Accuplacer assessment, except under the following circumstances:

1. when a student chooses to re-take the Accuplacer, and
2. when a student takes the Accuplacer at DACC for the purpose of conveying the results to an entity outside of the NMSU system.

For more information call (575) 527-7569.

Orientation

Students who have never attended college before must schedule an appointment for a First-Year Student Orientation, which is designed to provide new students with information they will need to make a successful start at DACC. Students learn about the steps to getting started in college, the majors and career programs offered at DACC, the principles of effective academic planning, and the many services and resources designed to enhance educational success. Failure to complete an orientation will result in a "hold" on the student’s account, such that (s)he will be unable to register for courses. Students can register for orientation online at awo.nmsu.edu (http://awo.nmsu.edu). Additional information may be obtained by calling the Admissions Office at (575) 527-7710.

How to Apply

Prospective students should follow these procedures when applying for admission to any program at the community college:

1. Download and complete the paper application for admission (https://dacc.nmsu.edu/admissions/wp-content/uploads/sites/6/2017/02/undergrad-application-20170201.pdf), or complete the online application at http://dacc.nmsu.edu/admissions/.
2. Submit the application with a $20 nonrefundable application fee (do not mail cash) to:
   Admissions Office

3. Request official high school and/or college transcripts. Transcript request forms may be obtained at the DACC Admissions Office, located on the East Mesa Campus in DASR 107, or online at http://dacc.nmsu.edu/admissions/downloadable-admission-forms/. First-time college students should have their official high school transcript sent directly from the high school to the DACC Admissions Office. Transfer students must have official transcripts sent directly to the DACC Admissions Office by the registrar of each college or educational institution previously attended (see “How Transfer Students Are Admitted (p. 2).”) Hand-carried transcripts are not accepted.
4. Applicants possessing a high school equivalency must request to have official GED or HiSET transcripts sent directly to the DACC Admissions Office.
5. Make arrangements to take the Accuplacer assessment with the testing coordinator at (575) 527-7569, who can provide information regarding dates, times, and location.

Aggie Pathway

Student applicants who do not meet NMSU—Las Cruces admission requirements may apply to participate in the Aggie Pathway to the baccalaureate program at any of the NMSU community colleges. Aggie Pathway students may transition to the NMSU—Las Cruces campus after successful completion of any required developmental education courses and 24 degree credits with a 2.5 cumulative college GPA. Each student will follow an individualized study plan developed in partnership with an academic advisor that typically includes study skills courses, developmental education courses, and/or general education courses. Aggie Pathway students enrolling through NMSU—Donna Ana have access to NMSU—Las Cruces on-campus housing, dining, and activities. For more information, go to http://aggiepathway.nmsu.edu or call (575) 646-8011.

How to Be Readmitted to Doña Ana Community College

Former Doña Ana Community College students who will have been out of school for more than 12 months before re-entering are required to complete an application for readmission. Applications should be submitted 30 days before the beginning of the semester or summer session for which the student plans to enroll.

A student who has attended other institutions during an absence from DACC / NMSU must have official transcripts forwarded directly to the DACC Admissions Office by the registrar of each college or university last attended. Transcripts must be received prior to the date of registration. Admission status at the time of readmission will normally be determined by previous DACC academic standing. However, academic performance at other institutions attended during the applicant’s absence from DACC may be taken into consideration in determining the student’s academic admission status.

How GED and HiSET Graduates Are Admitted

Students having successfully completed the GED or HiSET in English are eligible to apply for admission to DACC. They must have their official GED or HiSET transcripts sent directly to the DACC Admissions Office through diplomasender.com (https://www.diplomasender.com). Students who took the GED or HiSET in Spanish should contact the DACC admissions director.
How Home-School Students Are Admitted

Students enrolled in a home-school program may be accepted to Doña Ana Community College if they meet the requirements for regular or provisional admission. In addition, the home-school educator must submit a transcript or document that lists the courses completed and grades earned by the student and also indicates the date the student completed or graduated from the home-school program. Home school students who are New Mexico residents and wish to participate in the Lottery Success Scholarship program are required to submit official New Mexico GED test results.

How Transfer Students Are Admitted

Transfer students from other colleges or universities may be accepted if their cumulative GPA is at least 2.0, they are eligible to return to the college or university they last attended, and they graduated from high school or successfully passed the GED. Those who have fewer than 30 credits must meet first-time freshman admission requirements. Transfer students follow the same procedures as those outlined under “How to Apply.” Official transcripts from all colleges and/or universities previously attended must be sent directly to the DACC Admissions Office by the registrar of each college or educational institution. An academic credit evaluation will be mailed to the student from DACC Academic Advising.

A student who conceals the fact that (s)he has attended another college or university and who has not had transcripts submitted by each institution previously attended—whether or not credit was earned—will be subject to immediate suspension.

Transfer students must have a minimum of 60 credit hours showing the student has successfully completed at least a two-year program that is acceptable for full credit toward a bachelor’s degree showing the student has successfully completed at least a two-year program that is acceptable for full credit toward a bachelor’s degree. This is a requirement for those who will receive financial aid. Those who have fewer than 60 credit hours must meet first-time freshman admission requirements.

How International Students Are Admitted

An international student is any individual attending DACC while present in the United States on a non-immigrant student visa. In addition to the general policies of DACC/NMSU that apply to all students, some special policies applicable only to international students are necessitated by federal laws. DACC refers all prospective international students to the NMSU Office of University Admissions or to the NMSU International Student and Scholar Services (ISSS) Office for further information and to begin the application process. The Office of University Admissions, located in the Educational Services Building on the Las Cruces (Main) campus, can be reached at 1 (800) 662-6678. The ISSS Office, located in Garcia Annex on the NMSU Las Cruces (Main) campus, can be reached by calling (575) 646-2834. The NMSU Catalog (http://catalogs.nmsu.edu/dona-ana/general-information/academic-regulations) contains specific information pertaining to international student admissions.

Students submitting transcripts from a foreign high school or post-secondary institution must submit a translated copy of their transcripts if they are not already in English. Contact the DACC Admissions Office at (575) 527-7710 for more information.

How Non-Degree Students Are Admitted

IMPORTANT: Students enrolling under non-degree status are ineligible for financial aid, student employment, veteran’s benefits, and participation in intercollegiate athletics and student government. Furthermore, courses taken while one is enrolled under non-degree status may not be used to meet NMSU requirements for regular admission. Non-degree admission is designed to meet the needs of mature, part-time students who do not wish to pursue a degree. Those who prefer not to receive a grade may choose to audit. (See “Audit Option (http://catalogs.nmsu.edu/dona-ana/general-information/academic-regulations)” in Academic Regulations section.)

Transcripts from previous institutions (including high school) and/or results of college entrance exams may be required to assure readiness for university-level courses.

Non-degree students are subject to the same regulations as regular students. They may not transfer more than 30 credits that were taken while in this status to any degree program.

Admission requirements include a non-degree application and a nonrefundable $20 application fee.

Changing from Non-Degree to Degree-Seeking Status. A non-degree student in good academic standing with a GPA of 2.0 or better may apply for a change of status from non-degree status to regular (degree-seeking) status. Requirements for regular admission must be met, including submitting official high school transcripts as well as official college transcripts from all previously attended institutions of higher education. The status will be effective on or before the census date of the semester in which all official transcripts are received. If all official transcripts are received after the census date of the current semester, the change of status will take effect in the next immediate term.

Application Materials

All documents submitted as part of the admissions process become property of DACC/NMSU and will not be returned to the student. Application materials are retained for one calendar year for students who apply but do not attend.

Early Admission for High School and Adult Education Students

It is possible for a current junior or senior high school student to be admitted to DACC, provided the following criteria have been met:

1. The student has obtained written permission from the high school principal/counselor and the parents.
2. The student’s cumulative grade-point average is at least 3.0.
3. The student has attained the established minimum scores on the ACT/SAT assessment, or passed two out of three sections of the Accuplacer assessment.
4. The student has attained the established minimum scores required to enroll in ENGL 111G Rhetoric and Composition and MATH 120 Intermediate Algebra.

For more information about the Accuplacer assessment, please see the subsection titled, “Assessment and Accuplacer Placement (p. 1),” which appears near the beginning of the Admissions section of this catalog.

To apply, high school students must provide the following documents:

• written permission from the high school counselor or principal/counselor,
• written permission from parents,
• an official high school transcript sent directly to DACC, and
• a complete DACC/NMSU admissions application.

Students currently enrolled in an Adult Education (AE) Program at DACC may also apply for early admission. Current AE students applying for early admission must provide TABE scores of 580 or above on every section (reading, writing, math), written permission from the AE executive director, pass two out of three sections of the Accuplacer assessment, and submit a complete DACC/NMSU application for admission.

Under the Early Admissions Program, all students are admitted in a non-degree status. For more information regarding non-degree status, please refer to the subsection titled, "Non-degree Admission (p. 2)." Non-degree students are ineligible to receive federal financial aid funds. Students admitted under this program are also limited to seven (7) credit hours per semester and incur all costs associated with enrollment, including books.

Developmental courses are not available for enrollment under the Early Admissions Program.

Early admissions students who wish to enroll at DACC or NMSU upon graduation from high school or obtaining a GED must reapply under their new status as a first-time freshman.