Administrative Information

Admission Requirements

General Admission to the College
Any person who has a high school diploma, its equivalent, or is 18 years of age, and is able to benefit from a program at the College may be admitted to LFCC as a curricular or noncurricular student. The College evaluates special cases for acceptance.

All students must submit a completed application to the Admissions and Records Office using the online application available at http://apply.vccs.edu or the printed application available at the Admissions and Records Offices of the College. The applicant's Social Security number is required to receive select services from the College. High school and previous college/university transcripts are not required unless otherwise specified.

The College may require additional information for admission.

Minors under the age of 18 are considered for admission with signed consent from a parent/legal guardian and approval from the minor's public school. Home-schooled minors and their parents should contact the Admissions and Records Office for admission requirements.

The College reserves the right to evaluate and document special cases and to refuse or revoke admission if the College determines that the applicant poses a threat or is a potential danger to the college community or if such refusal or revocation is considered to be in the best interest of the College. Students whose admission is revoked after enrollment must be given due process. Procedures for general admissions denials are located at http://www.lfcc.edu/college-policies.

Please direct all inquiries concerning admission requirements to:

Admissions and Records Office
Lord Fairfax Community College
173 Skirmisher Lane
Middletown, VA 22645
540-868-7105
1-800-906-5322, Ext. 7105 (toll free)
540-868-7005 (fax)
Web site address: http://www.lfcc.edu

Placement Testing
Students need to complete placement testing or submit SAT scores to the Testing Center. Unless meeting an exception (see page 19) all new students are required to take placement tests in English, reading and math. The results of these tests are used to help students and advisors determine appropriate course selection. Students whose scores indicate specific needs may be required to enroll in and successfully complete skills improvement courses prior to college course work. Electronic study materials are available at www.act.org/compass/sample. Additional materials are available at www.testprepreview.com.

Placement testing at the Middletown and Fauquier Campuses is available on a first-come, first-serve basis when the College and library are open. Placement testing at the Luray-Page County Center is available by appointment only.

Photo identification is required. One of the following photo IDs must be provided:

- Valid driver's license
- Passport
- Photo ID from D.M.V.
- U.S. military ID
- LFCC ID
- Green Card

A student who presents SAT scores of at least 500 verbal and/or 500 math from a testing date within the last five years is not required to take placement testing and may register for college level courses. Students should provide copies of their SAT scores to the testing center.

New Student Orientation

First-time students registering for classes are encouraged to attend a new student orientation (NSO) session. Those students wishing to pursue degrees at LFCC are required to attend an NSO which provides students the opportunity to:

- learn about College programs, services and resources
- meet with career and academic advisors
- discuss educational interests
- determine and plan curricular needs
- register for classes

Admission to Specific Degree or Certificate Program

A student must formally request admission to, and receive approval for, each program (curriculum) in which he or she plans to graduate. Advisors are available to assist students in selecting an appropriate curriculum for their academic or career interests. In addition to general admission requirements, specific requirements are prescribed for each curriculum of the College. These requirements are listed in the *Instructional Programs Information* section of the College catalog.

For admission to associate degree programs, a person must be a high school graduate, have a general education development (GED) certificate or complete an approved developmental studies program to satisfy prerequisites and be eligible. Students not initially meeting admission requirements for a specific program may qualify to be placed in another curriculum or be considered noncurricular until requirements are satisfied and they are granted admission to the curriculum of their choice.

Admission to Courses

Students may enroll in courses only when prerequisites for the courses are met. Note: Prerequisites are noted in the *Course Description* section and the semester schedule of classes.

Admission to Health Professions Programs

Students must apply for admission to health professions programs (practical nursing, nursing, surgical technology, dental hygiene, phlebotomy, emergency medical technician – enhanced and emergency medical technician – intermediate) in addition to applying for admission to the College. Admission

requirements and application materials are available through the Division of Science and Health Professions. Specific requirements are in this catalog for each program.

Admission Priorities
When enrollment must be limited, first priority is given to all qualified applicants who are residents of the political subdivisions supporting the College and to Virginia residents not having access to a given program at their local community college. Such students must apply for admission to the program prior to registration or 120 days prior to the term. Selected programs may have specific earlier deadlines. In addition, residents of localities where the College has clinical-site or other agreements receive equal consideration.