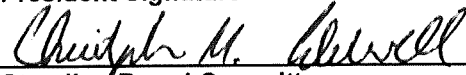
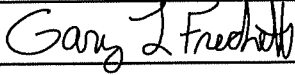


**COLLEGE OF MENOMINEE NATION**  
**Non-Academic Policy**

<b>Policy Title:</b> Transfer Student Admissions Policy		<b>Policy ID (TBD)</b>
<b>Prepared By:</b>	<b>Name and Title</b>	<b>Date Prepared</b>
Tessa James	Tessa James, Dean of Student Success Kayla Diamond, Recruitment and Enrollment Manager	3/14/23
<b>Approved By</b>		<b>Date Approved</b>
	<b>Deans &amp; Directors Council</b>	3/21/23
	<b>President Signature</b>	
		4/28/2023
	<b>Standing Board Committee</b>	4/18/2023
	<b>BOD Chair Signature</b>	
		5/1/2023
<b>Effective Date</b>		
<b>Next Review Date</b>		

**Policy Statement:**

The College of Menominee Nation (CMN) maintains an open-door admissions policy in alignment with statutory requirements and licensing and accrediting organizations. Admission to the College of Menominee Nation is open to all high school and home-schooled graduates, those who have completed the General Education Development (GED) or a High School Equivalency Diploma (HSED) for admission to an academic program.

CMN does not discriminate based on race, color, national origin, sex, disability, or age in its program, activity, or employment. To handle inquiries regarding the non-discrimination policies, contact: Human Resources, PO Box 1179, Keshena, WI 54135, 715.799.5600, [hr@menominee.edu](mailto:hr@menominee.edu).

Admission to the College does not automatically qualify a student for all courses at the College; some course offerings have special prerequisites and requirements. Specific programs require additional admission requirements, which can be found in the program information guide. Students who have earned college credit at another regionally accredited institution may submit a request for evaluation of transfer credit. To be considered, the credit must be completed with grades of C or higher. Detailed information about transfer of credit can be found here <https://www.menominee.edu/admission-aid/transfer-student>

## **Transfer Student Admissions Requirements**

As an open-enrollment college, individuals are eligible for admission into CMN by submitting the following:

1. Transfer Student Application for admission (applications are available from the CMN Admissions Office or [www.menominee.edu](http://www.menominee.edu)).
2. Official transcript of high school and home-schooled (see specific details below for home-schooled applicants) coursework, an official report of test results for the General Educational Development (GED), or High School Equivalency Diploma (HSED) indicating scores (delivered in a sealed envelope or electronic PDF from the school). Transfer students may be exempt from submitting official transcripts if any of the following apply:
  - a. Earned an associate degree from an accredited institution,
  - b. Successful completion of at least 60 semester or trimester credit hours or 72 quarter credit hours does not result in the awarding of an associate's degree, but that is acceptable for full credit toward a bachelor's degree program at any institution, or
  - c. Enrollment in a bachelor's degree program where at least 60 semester or trimester credit hours or 72 quarter credit hours have been successfully completed, including credit hours transferred into the bachelor's degree program.
3. All official transcripts from each College or university attended (delivered in a sealed envelope or electronic PDF from the school).
4. Official American College Test (ACT) or Scholastic Aptitude Test (SAT) score report for students applying directly from high school.
5. Submit a Certificate of Indian Blood (CIB) or a copy of a Tribal Identification Card (if applicable).

## **Home-Schooled Applicants**

CMN welcomes applications from home-schooled students who demonstrate promise of success in college. We recognize the contributions that home-schooled students bring to college life both in the classroom and as part of student life. We encourage home-schooled applicants to help us get an adequate picture of their college preparation by providing us with the following documents:

1. Official transcript from a reputable home-school correspondence/umbrella program is acceptable, an official report of test results for the General Educational Development (GED), or High School Equivalency Diploma (HSED) indicating scores (delivered in a sealed envelope or electronic PDF from the school).
2. A home-prepared transcript is acceptable with a detailed roster of at least 17 academic units of high school coursework, including English, history, social sciences, mathematics, and natural science.
3. To help us evaluate your readiness for college-level work, submit at least two substantive samples of work in each of the following areas: English, history, social sciences, mathematics, and natural science.
4. Official American College Test (ACT) or Scholastic Aptitude Test (SAT) test.

Applicants must meet the standard admission requirements to be admitted. CMN does not accept international students.

### **Additional Admissions Requirements**

Program specifics require an additional admission procedure before enrollment. Transfer Students seeking entrance to specific programs must complete the standard admission procedure and be accepted into the College of Menominee Nation.

### **Purpose:**

This policy aims to define the admission criteria required for applicants to be considered for admission to the College of Menominee Nation.

### **Scope:**

The Admission policy applies to Transfer Students applying to the College of Menominee Nation. .

### **Responsibility:**

The College of Menominee Nation's Admissions Office will be responsible for adhering to the Admissions Policy.

### **Definitions**

#### **Transfer Student:**

A transfer applicant is defined as a student who has attended one or more colleges/universities and has completed 12 or more transferable college or university credits post-high school.

### **Related Policies Title(s)**

- General Admissions