



### **Purpose**

To provide policy regarding the refusal of applicants for admission.

### **General Policy**

Pursuant to [1D SBCCC 400.2\(d\)](#), the College may refuse admission to any applicant during any period of time in which the applicant is under suspension or has been expelled from any other educational entity.

Pursuant to [1D SBCCC 400.2\(e\)](#), the College may refuse admission to any applicant when and as necessary to protect the safety of the applicant or other individuals. In making a safety determination, the College shall determine whether there is an articulable, imminent, and significant threat to the applicant or to other individuals. When refusing admission on the basis of a safety threat, the College shall document the following:

1. The factual basis for refusing admission;
2. The time period within which the refusal to admit shall be applicable and the factual basis for the designated time period; and
3. Any conditions upon which the refused applicant would become eligible to be admitted.

Applicants denied admission pursuant to [1D SBCCC 400.2\(f\)](#) shall be afforded due process through the appeals process below.

Admission refusals are reviewed initially by the Student Advisory Committee. Appeals must be submitted to the chair of the Student Advisory Committee (the "Committee") in writing within ten (10) days following the date of the refusal. The appeal shall include the following:

1. A personal statement from the applicant of no more than two (2) pages explaining the reason(s) that the refusal should be re-evaluated;
2. At least two (2) letters of recommendation attesting to the applicant's ability to succeed in a college setting;
3. Any additional documentation attesting to the applicant's ability to

function on the college's campus without posing a safety threat;  
and

4. A personal interview of the applicant, if requested by the committee.

After review of all available information, the Committee will decide whether to uphold the refusal of admission, to admit the applicant without conditions, or admit the applicant with conditions. The Chair will communicate to the applicant in writing the Committee's decision within thirty (30) calendar days following receipt of the appeal.

The decision of the Committee may be appealed in writing to the President of the College within three (3) working days after the applicant receives written notification of the Committee's decision. The President will review the materials presented to the Committee and the Committee's findings; conduct such additional inquiries, if any, which the President deems necessary; and render a decision within ten (10) working days of the President's receipt of the appeal. The decision of the President will be final.

Pursuant to [1D SBCCC 400.2](#) (g), the College may refuse admission to any applicant who is not a resident of North Carolina and who seeks enrollment in any distance education course if that applicant resides in a State in which the college is not authorized to provide distance education.

