

February 14, 2000

**MEMORANDUM**

To: Chief Academic Officers  
Chief Student Development Officers

From: Kenneth L. Whitehurst, Director  
Student Development Services

Subject: Placement Testing Guidelines

A copy of the Placement Testing Committee guidelines as adopted by the State Board of Community Colleges on October 15, 1999 is enclosed. The Placement Testing Committee developed the recommendations over a period of months using information provided by the colleges at regional meetings and through surveys.

The guidelines are a part of the process adopted by the State Board in response to the GPAC special provision requiring the system to “determine appropriate tests and proficiency levels to be used in selecting and placing students in developmental courses.” This process also requires a statewide two-year validation of test scores used for placement. No minimum cut off scores have been set for statewide implementation to date. Following completion of the validation study, the committee will explore a range of options to assist colleges in placing students in curriculum courses that will promote student success.

The additional document of publishers’ suggested placement scores is intended to assist those colleges that wish to use scores that appear in the manuals provided by ACT or ETS. **These scores are not mandated in the North Carolina Community College System** and are provided for Colleges as indicated in guideline #6.

Would you please ensure that appropriate staff at your college receive copies of these documents. If I can provide additional assistance, please contact me.

Enclosure

c: President  
H. Martin Lancaster  
Delores Parker  
Janyth Fredrickson

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