

ADMISSIONS POLICY AND PROCEDURES, SECTION VI.A – NOTICE AND COMMENT

The Board of Trustees revised Section VI.A of the Lone Star College District Policy Manual on **February 2, 2017**. The notice and comment period for the policy was open to the public from **December 7, 2016, through February 24, 2016**. The Admissions procedures were last updated on **April 3, 2017**. The notice and comment period for the procedures was open to the public from **April 8, 2016, through May 8, 2016**, from **January 26, 2017 to February 9, 2017** and from **February 21, 2017 to March 7, 2017**. The policy and procedures were posted for public comment at <http://www.lonestar.edu/proposed-policies.htm>. Commenters could anonymously submit comments to LSC-PolicyFeedback@lonestar.edu and LSC-ProcedureFeedback@lonestar.edu. We received a total of three comments.

Comment 1: Commenters stated New Student Orientation is currently required, even if the student does not intend to be full-time.

Response 1: We agree that “full-time” should have read “first-time” and have corrected the typo.

Comment 2: Commenters questioned the College’s policy on enrolling illegal immigrants.

Response 2: The College will follow all state and federal regulations regarding the treatment of illegal immigrants.

Comment 3: Commenters questioned the recommendation for TSI-exempt students to meet with an advisor. Commenters recommended all students meet with an advisor.

Response 3: We agree that this recommendation was too narrowly drawn and have updated the procedures accordingly.

Comment 4: Commenters noted that there is no timeline for the Chief Conduct Officer to make a decision regarding an admissions and registration grievance.

Response 4: Admission rejections are rare because the College is an open-enrollment institution. The Chief Student Services Officer must schedule a conference with the student (or potential student) to be held within 10 working days of receiving the written grievance. The Chief Student Services Officer must issue a written decision upholding or reversing the initial admissions office determination. These procedures comply with Board Policy and applicable law.