

PROCEDURE

Number: 51-01
Title: Admissions
Responsibility: Student Services
Original Approval Date:
Last Cabinet Review: 6/3/2025
Last Revision: 6/3/2025

Reference (Policy and/or Procedure)

SBTCE:

FDTC: 50-01 Admissions Policy

Other:

Procedure Description

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1. Complete the online application for admissions.
2. An application fee will be required at the time the application is submitted. Applications remain open for one year. After one year, the applicant must reapply for admission.
3. Send official high school transcript (or proof of GED) and official college transcript(s).
4. Submit appropriate entrance test scores (SAT, ACT) or take the College's placement test. Certain programs may require additional tests. All tests must be taken within the last five years.
5. Certain programs may require a placement interview with the department head or designee.
6. Students seeking a degree from FDTC must meet the admissions requirements for the desired program.