MEMORANDUM

Date: March 24, 2014

To: CSU Presidents

From: Eric G. Forbes
Assistant Vice Chancellor


Trustee policy provides for a limited number of undergraduate admission exceptions to regular admission criteria. Exception admissions under this policy are commonly referred to as “special admits.” Two sections of Title 5, Article 6, California Code of Regulations, incorporate the policy:

Section 40900 General Exceptions
Section 40901 Exceptions for Applicants to Special Compensatory Programs

Article 6 states that an applicant not otherwise eligible for admission either as a first-time freshman applicant or as a transfer applicant with fewer than 60 semester units may be admitted provided that the number of applicants enrolled in each category does not exceed four percent of all undergraduate students enrolled for the first time during the previous year not including those students enrolled under the provision of the Article.

While a few campuses have the capacity to provide access and opportunity for student success through the prudent use of exceptional admission, there is continuing concern about the extent to which these special admits contribute to increasing enrollment demand and the need for CSU to provide pre-collegiate instruction. Recent changes in federal and state regulations regarding financial aid and graduation rates underscore the importance of limiting the number of special admits. Since the CSU should not exceed the total eight percent permitted by Title 5 under Article 6, campuses now exercising enrollment controls and those anticipating the need to manage enrollment are encouraged to reexamine carefully the extent to which not fully qualified applicants are admitted and enrolled.

CSU Enrollment Reporting System data filed with the Division of Analytic Studies indicate new undergraduate enrollments in 2012-2013 totaled 107,217 of which 1,116 enrolled under provisions of Section 40900 and 907 enrolled under provisions of Section 40901. As shown in Attachment A, the systemwide total of 2,023 individuals enrolled as exceptions is within the

CSU Campuses
Bakersfield • Channel Islands • Chico • Dominguez Hills • East Bay • Fresno • Fullerton • Humboldt • Long Beach • Los Angeles • Maritime Academy • Monterey Bay
Northridge • Pomona • Sacramento • San Bernardino • San Diego • San Francisco • San José • San Luis Obispo • San Marcos • Sonoma • Stanislaus
CSU allocation for 2012-2013. Recognizing enrollment trends and campus efforts to limit the use of special admission, the special admit allocations are generally less than the number generated for the system or individual campuses. A campus that has special needs that may not be accommodated within the indicated allocation should bring that to the attention of Chancellor’s staff as soon as possible.

Also included in the attachment is a preliminary allocation for 2014-2015 for campus planning purposes. The 2014-2015 allocations have been modified based upon campus and system trends in undergraduate enrollment and previous exceptional admission activity. In response to our enrollment uncertainties, the overall number of exception allocations has only been marginally reduced from the previous year.

Questions about admission exception allocations should be addressed to Mr. Nathan Evans, Director, Enrollment Management Services, Academic Affairs, Student Academic Support at (562) 951-4726 or nevans@calstate.edu.

EGF/nse

Attachment

c:  Provosts/Vice Presidents for Academic Affairs
    Vice Presidents for Student Affairs
    Dr. Ephraim P. Smith, Executive Vice Chancellor and Chief Academic Officer
    Dr. Ronald E. Vogel, Associate Vice Chancellor, Academic Affairs
    Dr. Marsha Hirano-Nakanishi, Assistant Vice Chancellor, Academic Research
    Dr. Philip Garcia, Senior Director of Analytic Studies
    Mr. Nathan Evans, Director of Enrollment Management Services
    Mr. Dean Kulju, Director of Financial Aid Services and Scholarships
    Directors of Admissions, Records, and Enrollment Management