

**Policy Name:** College Admissions/Readmissions – SCHS  
**Policy Number:** ADM 3.11  
**Title of Policy Owner:** Dean of Student Affairs  
**Policy Type:** RHEI/Shared Services BSMCON SCHS SOMI  
**Approved by:** RHEI Leadership Team  
**Effective Date:** 8/1/2024  
**Version:** 1.1  
**Policy Status:** Approved

**I. Policy**

College Admissions/Readmissions

**II. Purpose**

The purpose of this policy is to provide the requirements for admission/readmission to Southside College of Health Sciences (SCHS).

**III. Scope**

This policy applies to all applicants and students of SCHS.

**IV. Definitions**

None

**V. Policy Details**

To be eligible for admission to the College, the application and all required materials must be received in the Office of Admissions by the deadlines as published on the College website. Qualified applicants are considered for admission without regard to race, color, religion, age, marital status, national origin, gender, sexual orientation, military veteran status or disability.

Applicants must comply with policy ACA 1.02 – Essential Technical Standards.

Admission into the programs of the College is competitive. An applicant who meets all admission requirements is not guaranteed admission to the selected program.

Upon acceptance to a program of the College, students must meet any additional requirements (e.g., passing a criminal background check); otherwise, the student will be dismissed from the program.

**International Applicants**

International students seeking admission to the College must have a visa that allows study in the United States (e.g., Green Card). SCHS is not a Student and Exchange

Visitor Program (SEVP) approved institution.

**Applicants with Non-U.S. Credentials**

The College requires that any non-U.S. transcript or documentation issued be evaluated formally by a National Association of Credential Evaluation services (NACES) agency. A list of NACES approved international transcript evaluation agencies can be found at [www.naces.org](http://www.naces.org).

**Readmission**

A student who has officially withdrawn from the College may reapply. Students who reapply must meet College and programmatic requirements established during his/her absence. Students are not eligible for readmission if they were dismissed or administratively withdrawn from the program as a result of disciplinary actions. Readmitted students must complete the program within 150% of attempted credit hours.

1. Submit a completed application for admission.
2. Completion of the application form is not a guarantee of readmission.

**VI. Attachments**

None

**VII. Related Policies**

ACA 1.02: Essential Technical Standards

**VIII. Disclaimers**

Nothing in this policy creates a contractual relationship between Southside College of Health Sciences (SCHS) and any party. SCHS, in its sole discretions, reserves the right to amend, terminate or discontinue this policy at any time, with or without advance notice.

**IX. Version Control**

Version	Date	Description	Prepared by
1.0	8/1/2021	Revised and new template	Student Services
1.1	8/1/2023	Revised and New Template	Dean of Student Affairs
1.1	3/23/2024	Reviewed – No Changes	Dean of Student Affairs