Suggestions

- Bring a picture ID
- Arrive early for your appointment
- Know your SVCC Student ID Number
- Know your ALEKS log in information
- Take your time and do your best!

Disability
If you have a disability or suspect that you have one and want to request a classroom or testing accommodation, it is your responsibility to contact the Disability Support Office. Reasonable accommodations will be made after verification from the Coordinator of Disability Support located in Room 1F21 in the Student Services Center, or by calling (815)835-6220.

Privacy
The college policy on student records complies with the “Family Educational Rights and Privacy Act.” This Act is designed to protect the privacy of education records, to establish the rights of students to inspect and review their education records, and to provide guidelines for correction of incorrect or misleading data through formal and informal hearings. A copy of the Act or questions concerning the Family Educational Rights and Privacy Act may be referred to the Registrar, in the Student Services Center (815)835-6378.

Nondiscrimination Statement
SVCC provides equal opportunity and affirmative action in education and employment for qualified persons regardless of race, color, religion, national origin, ancestry, age, gender, marital status, disability, military status, or unfavorable discharge from military service. Complaints and inquiries related to this policy or any potential discriminatory concerns may be addressed to: Director of Human Resources, Sauk Valley Community College, 173 IL, Route 2, Dixon, IL 61021, (815)835-6291.
Sauk Valley Community College is committed to providing students with the greatest chance of success in initial and future coursework. Therefore, SVCC has adopted a placement policy to ensure that students enroll in courses that most accurately reflect their current skills and abilities in English/Language Arts and mathematics.

How are students’ skills in these areas measured?
Students’ skills are measured for placement using one of the following options:

- SVCC Placement Test Results
  - ALEKS (Math)
  - Write Placer (English) (effective 08/29/16)
- ACT Scores
  - Individual scores in the areas of writing and Mathematics
- SAT Scores
  - Individual scores in the areas of reading, writing and Mathematics
- Review of credit already earned at any accredited college or university including Sauk Valley Community College

How will students be able to interpret their placement results using one of the above options?
Students will set up an appointment to meet with a SVCC academic advisor to interpret results and determine appropriate course placement. Results will place students in either developmental (skill-building) courses or college credit courses (100 level or higher). It is not uncommon for students to enroll in one or more developmental education courses along with, or prior to, college credit courses.

Will students who have completed the ACT still need to complete the SVCC Placement tests?
If students have completed the ACT within the last three years, SVCC will utilize scores in writing and mathematics for initial course placement. Students using ACT scores who want to improve their course placement have the option of retesting using the SVCC placement tests in one or more areas. The best or highest course recommendations will be used for placement. Please note that students must provide documentation of their ACT scores if they plan to use the results to satisfy the placement policy.

After the Placement tests...

What’s next?

1. REQUEST TRANSCRIPTS
   Students should have their official high school, GED and/or college transcripts sent directly to the Admissions and Records. If transferring college credits to SVCC, complete the Transcript Evaluation Form available in Admissions and Records (Student Services Center) or on the SVCC Website.

2. APPLY FOR FINANCIAL ASSISTANCE
   Students are encouraged to apply for financial aid, scholarships and/or veterans benefits as early as possible. Applications are available in Student Services (1G12).

3. SCHEDULE A MEETING WITH AN ACADEMIC ADVISOR
   Students meet with an academic advisor to discuss their career plans, review their placement results and select classes for the upcoming semester. To schedule an appointment, call (815)835-6354 or on the SVCC Website.

4. REGISTER FOR CLASSES
   Register for classes through the Admissions and Records in the Student Service Center. Contact the Admissions and Records at (815)835-6297 for registration dates and times.

5. PAY TUITION & FEES
   Tuition and fees must be paid through the Business Office (3K10). Forms of payment include cash, check, credit card or apply on-line for the deferred payment plan.

6. BUY BOOKS AND SUPPLIES
   Visit the SVCC Bookstore (First Floor) to buy textbooks, supplies and other important items.
What to do before Exam day?

1. Complete an SVCC Student Information Form
   Students will need to first complete this in person at SVCC or on the SVCC website, SOAR (Apply to Sauk)

2. Obtain your SVCC student ID number
   Students can obtain their student ID number either by mail, looking up ID in SOAR, or by meeting with an Enrollment Specialist (Student Service Center)

3. Create your ALEKS account
   Students can go to the Testing Center website and follow the links on the ALEKS page to create their ALEKS account

4. Prep for the Exam
   Take the practice ALEKS exam and review Accuplacer (Writeplacer) exam material prior to your appointment

5. Schedule your appointment
   Call the Testing Center at (815)835-6530 to schedule your appointment. Be sure to give yourself plenty of time to complete the exams before close of day. If you are taking both ALEKS and Write Placer allow a minimum of 3 hours.

What to do on Exam day?

- Items to bring to your appointment
  Photo ID, student ID number, ALEKS login info, and receipt if applicable

- Items to store while testing
  All electronic devices, food, drinks, coats, bags, etc.

- Arrive on time for your appointment
  To ensure you have enough time to complete your exam arrive on time for your scheduled appointment

- Items supplied by the SVCC Testing Center
  Scratch paper and pencils will be provided for your exam

Are all students required to satisfy the Placement Policy?
Students are required to satisfy the placement policy as determined by the courses in which they plan to enroll including:
- Mathematics courses
- English courses
- College-level courses requiring a specific pre-require/co-requisite

Exceptions to the placement policy include, but are not limited to, enrollment in Personal & Professional Development (non-credit) courses, continuing education courses, or physical education activity courses.

If students have attended another college/university, do they need to satisfy the Placement Policy?
Students who have successfully earned college-level credits that may be transferred to SVCC from other accredited institutions and/or students who currently hold an Associate, Bachelor’s or higher level college degree may be exempt from the placement policy.

If students have taken courses at another college or university, they are strongly encouraged to first meet with an academic advisor to determine if further placement testing is required. Placement requirements will vary depending on the courses students have completed, the number of credit hours accumulated and individual course grades. Students should bring an unofficial transcript or their grade reports when meeting with an academic advisor.

Please note that students will need to have an official transcript sent to Admissions & Records at SVCC (Student Services Center). A hand-delivered copy is not acceptable. Students will also need to complete a “Transcript Evaluation Form” available in Admissions and Records (Student Services Center).

What accommodations are available for students with learning differences (disabilities)?
Students will need to provide documentation of their learning differences and will be accommodated on an individual basis. Students should make an appointment with the DSO Coordinator at (815)835-6246 prior to placement and/or enrollment.
How do I know if my test scores are still valid?
Test score expire at various rates. The table below will show you how long these scores are valid for.

<table>
<thead>
<tr>
<th>Test Score Validity Timeframe</th>
</tr>
</thead>
<tbody>
<tr>
<td>High School Course Completion</td>
</tr>
<tr>
<td>College Course Completion</td>
</tr>
<tr>
<td>ACT</td>
</tr>
<tr>
<td>SAT</td>
</tr>
<tr>
<td>PARCC</td>
</tr>
<tr>
<td>Accuplacer (Writeplacer)</td>
</tr>
<tr>
<td>ALEKS</td>
</tr>
</tbody>
</table>

If I place into developmental courses will they count toward graduation?
No, these courses do not count toward graduation nor do they transfer or count in calculating grade point average. The purpose of developmental courses is to build academic skills in English / Language Arts and math. Developmental courses are identified by course numbers below 100 (i.e. ELA 099, MAT 070). The number of developmental courses required may vary depending on placement results.

When are students required to take developmental courses?
When students choose to enroll in their first courses, they must satisfy individual course co-requisites or prerequisites. Based on high school transcript, some students may have the option of completing an alternate test to satisfy the individual course prerequisites. Note: High School transcripts may be needed to enroll in college level math courses.

Can students fail the placement tests?
No, the placement tests are NOT pass-fail; its purpose is to assist in appropriate COURSE SELECTION.

SVCC PLACEMENT GUIDE

Mathematics Placement Test
Students must enroll in an initial math course as designated by their placement scores (see chart below) or satisfy the individual course prerequisites.

Note: High School transcripts may be needed to enroll in college level math courses.

<table>
<thead>
<tr>
<th>ALEKS Scores</th>
<th>ACT Math Scores</th>
<th>SAT Math Scores</th>
<th>Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>76-100</td>
<td>26-36 &amp; 4 years of college preparatory high school mathematics or Math 3 with grades of &quot;C&quot; or higher (including trigonometry)</td>
<td>600-800 &amp; 4 years of college preparatory high school mathematics or Math 3 with grades of &quot;C&quot; or higher (including trigonometry)</td>
<td>MAT 203</td>
</tr>
<tr>
<td>61-75</td>
<td>24-25 AND Geometry*</td>
<td>580 AND Geometry*</td>
<td>MAT 122</td>
</tr>
<tr>
<td>61-75</td>
<td>24-25</td>
<td>580</td>
<td>MAT 220</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>MAT 221</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>MAT 230</td>
</tr>
<tr>
<td>46-60</td>
<td>23</td>
<td>530</td>
<td>MAT 240</td>
</tr>
<tr>
<td>46-60</td>
<td>23 AND Geometry*</td>
<td>560 AND Geometry*</td>
<td>MAT 121</td>
</tr>
<tr>
<td>46-60</td>
<td>21-22</td>
<td>530</td>
<td>MAT 115</td>
</tr>
<tr>
<td>46-60</td>
<td>21-22 AND Geometry*</td>
<td>560 AND Geometry*</td>
<td>MAT 110</td>
</tr>
<tr>
<td>30-45</td>
<td>18-22</td>
<td>N/A</td>
<td>MAT 076</td>
</tr>
<tr>
<td>30-45</td>
<td>18-20</td>
<td>530</td>
<td>MAT 076</td>
</tr>
<tr>
<td>14-29</td>
<td>13-17</td>
<td>N/A</td>
<td>MAT 075</td>
</tr>
<tr>
<td>0-13</td>
<td>0-12</td>
<td>N/A</td>
<td>MAT 070</td>
</tr>
</tbody>
</table>

*High School geometry with a C or better in both semesters or MAT 076 with a grade of C or better.
SVCC PLACEMENT GUIDE

English Placement Test
Students are required to enroll in the English/Language Arts course determined by one of the following valid placement tools: SVCC Writeplacer, ACT, or SAT. If a student has taken multiple approved placement tests, any score can be used for placement.

Accuplacer (Writeplacer) (Effective 08/2016)

<table>
<thead>
<tr>
<th>Skill Area</th>
<th>Test Score</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Write Placer</td>
<td>6-8</td>
<td>ENG 101</td>
</tr>
<tr>
<td></td>
<td>5</td>
<td>ENG 101 (w/ELA 090)</td>
</tr>
<tr>
<td></td>
<td>3-4</td>
<td>ELA 099</td>
</tr>
<tr>
<td></td>
<td>1-2</td>
<td>ELA 095</td>
</tr>
</tbody>
</table>

ACT

<table>
<thead>
<tr>
<th>Skill Area</th>
<th>English Test Score</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Writing</td>
<td>22 or higher</td>
<td>ENG 101</td>
</tr>
<tr>
<td></td>
<td>Not applicable</td>
<td>ENG 101 (w/ELA 090)</td>
</tr>
<tr>
<td></td>
<td>16–21</td>
<td>ELA 099</td>
</tr>
<tr>
<td></td>
<td>0–15</td>
<td>ELA 095</td>
</tr>
</tbody>
</table>

SAT

<table>
<thead>
<tr>
<th>Skill Area</th>
<th>Reading/Writing Score</th>
<th>Course Placement</th>
</tr>
</thead>
<tbody>
<tr>
<td>Evidence Based Reading/Writing</td>
<td>520 or higher</td>
<td>ENG 101</td>
</tr>
<tr>
<td></td>
<td>481-519</td>
<td>ENG 101 (w/ELA 090)</td>
</tr>
<tr>
<td></td>
<td>420-480</td>
<td>ELA 099</td>
</tr>
<tr>
<td></td>
<td>419 or less</td>
<td>ELA 095</td>
</tr>
</tbody>
</table>

ALEKS MATHEMATICS PLACEMENT INFORMATION

What do I need to know about the ALEKS placement test used by SVCC?
The ALEKS is 30 questions and generally takes two hours to complete.
ALEKS consists of three parts:

- An Initial Placement Assessment, for practice, that can be taken from the comfort of your own home
- Access to two Placement Assessments (Initial and retest, if desired), proctored at Sauk Valley Community College count as your actual placement
- The Prep and Learning Module, an individualized, self-paced online review

The ALEKS practice exam can be accessed through the SVCC Testing Center website.

Sauk Valley Community College encourages each student to spend time in the Prep and Learning Module, even if the desired score is achieved, because time spent in ALEKS will ultimately lead to better preparation and improved grades.

How do students begin the ALEKS placement process?
Students must first apply to SVCC, and obtain their student ID number. Once they have this they can create an ALEKS account via the SVCC Testing Center website. They will take a pre-test to see where they place. At this point they can decide to start the remediation course and brush up on the categories they are missing or come to the Testing Center and take their proctored placement test.
**ALEKS Continued**

Can students retake the ALEKS placement test in an attempt to improve their scores?
Yes, 3 hours of remediation in the Prep and Learning Modules is required, prior to retaking the exam. A retest can be taken once in the calendar year from the first attempt.

**What are re-test fees?**
If a student chooses to re-test the ALEKS mathematics exam they must first pay a re-test fee of $10, in the Business Office. This fee will only be waved if it has been 2 years since the student last tested and their original scores are no longer valid. The student can only attempt this exam two times in calendar year.

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**Math**

If the college level class requires Geometry, students may pass over MAT 076 if they have had one year of high school geometry with grades of C or better or appropriate placement scores.

Developmental courses CANNOT be applied as credit towards ANY degree.

The shaded courses CANNOT be applied as credit towards any transfer degree.

* Utilizes Supplemental Software
++ Select sections use Supplemental software

**Effective Current SVCC Catalog**
**English/Language Arts**

ELA 090  
Language Arts LAB  
if required

ELA 099  
Preparatory Language Arts

ELA 095  
Developmental Language Arts

ENG 101  
Composition I

ENG 103  
Composition II

**ENG 111  
Business and Technical Communications**

Students must successfully pass the ELA sequence or report appropriate test scores to enter college composition and some identified college level courses.

The shaded courses are developmental and CANNOT be applied as credit toward any associate degree.

**ENG 111** can be used as elective credit towards a transfer degree.

Effective Current SVCC Catalog

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**ACCUPLACER (WRITEPLACER) PLACEMENT INFORMATION**

What do I need to know about the Accuplacer (Writeplacer) placement test used by SVCC?
Writeplacer prompts will ask you to draw on a broad range of experiences, learning and ideas to support their point of view on the issue in question. Your essay will be given a holistic score that represents how clearly and effectively you expressed your position. It will consider your purpose and focus, organization and structure, development and support, sentence variety and style, mechanical conventions, and critical thinking.

How do students begin the Accuplacer (Writeplacer) placement process?
Students must first apply to SVCC, and obtain their student ID number. Once they obtain this number, they can schedule an exam time with the SVCC Testing Center. They will need to bring their SVCC ID number along with a Photo ID to their scheduled appointment.

Can students retake the Accuplacer (Writeplacer) placement test in an attempt to improve their scores?
Yes, students can retest be taken once in the calendar year from the first attempt.

What are re-test fees?
If a student chooses to re-test the Accuplacer (Writeplacer) exam they must first pay a re-test fee of $10, in the Business Office. This fee will only be waved if it has been 3 years since the student last tested and their original scores are no longer valid. The student can only attempt this exam two times in a calendar year.
An actor, when his cue came, was unable to move onto the stage. He said, “I can’t get in, the chair is in the way.” And the producer said, “Use the difficulty. If it’s a drama, pick the chair up and smash it. If it’s comedy, fall over it.” From this experience the actor concluded that in any situation in life that is negative, there is something positive you can do with it. Adapted from Lawrence Eisenberg, “Caine Scrutiny.”

Assignment Can any obstacle or disadvantage be turned into something good?

Sample Essays (8 point)
An obstacle or disadvantage may appear to be a setback, though either has the ability to be turned into something good. For instance, Rosa Parks participated in the Civil Rights Movement in the 1950s and 60s and was jailed for her involvement. Though her jail time was initially a setback and an obstacle she had to overcome, it eventually led to the Montgomery Bus Boycott and the gradual desegregation of the United States. Similarly, the Dean of Students at my school has to overcome the obstacle of paraplegia each day, yet he describes himself as a stronger and more sensitive individual as a result. Rosa Parks and my Dean are clear examples of obstacles being turned into something good. In Montgomery, Alabama during the Civil Rights Movement, African Americans were required to sit in the back of public buses. One day Rosa Parks refused to sit in the back of the bus and was sent to jail for her acts of civil disobedience. This action resonated with African Americans nationwide but particularly in Montgomery. The African American people staged a boycott and contributed to the desegregation which was a goal of their movement.

Rosa Parks served as a symbol of what was possible if one would simply take a stand and turn their situation from unjust and degrading to one that made a profound difference in today’s society. The Dean of Student at my school, was an English teacher, a track coach, and the Dean of Students before the roof of his barn collapsed on him a few years ago. He had always been a strong man who genuinely cared for his students. Who respected and loved him. After his accident, he lost the use of his legs and feet and his life drastically changed. He had become unable to care for himself and lost great amounts of self esteem. He ultimately decided he had to get his life back so he learned how to live independently through physical training courses, he learned to drive a car, and he returned to school. His experience which could have destroyed him and the goals he had actually allowed for him to build strength he never knew he had. Through his actions he made a severe disadvantage into a very positive life change. Through their varying experiences, Rosa Parks and my dean demonstrate that any obstacle or disadvantage can be turned into something good.