MONTANA BOARD OF REGENTS OF HIGHER EDUCATION Policy and Procedures Manual

SUBJECT: ACADEMIC AFFAIRS Policy 301.16 – Writing Proficiency

Revised December 7, 2007; Issued December 10, 2007

I. Board Policy:

A. Any student seeking full admission to a four-year degree program at Montana State University- Bozeman, Montana State University-Billings, Montana State University-Northern, The University of Montana-Missoula, Montana Tech of The University of Montana, and The University of Montana-Western must satisfy a writing proficiency standard. That standard is as follows:

For Fall 2009 and the following years, students must earn a minimum score of:

- on the Writing Subscore or 18 on the Combined English/Writing section of the Optional Writing Test of the ACT; or
- 7 on the Essay or 440 on the Writing Section of the SAT; or
- 3.5 on the Montana University System Writing Assessment; or
- on the AP English Language or English Literature Examination; or
- <u>4</u> <u>on the International Baccalaureate Language A1 Exam.</u>
- B. The writing proficiency standard will be phased in:

For Fall 2008, students must earn a minimum score of:

- on the Writing Subscore or 17 on the Combined English/Writing section of the Optional Writing Test of the ACT; or
- on the Essay or 420 on the Writing Section of the SAT; or
- 3 on the Montana University System Writing Assessment; or
- 3 on the AP English Language or English Literature Examination; or
- 4 on the International Baccalaureate Language A1 Exam.
- C. In lieu of the indicators set out in paragraphs A and B above, students may offer CLEP Subject Examinations in Composition if their scores on the examination meet or exceed the ACE Recommended Score for Awarding Credit of 50.
- D. A student who has not yet demonstrated the ability to meet these standards may be admitted (without condition) to a two-year degree program or admitted provisionally to a four-year degree program on any campus of the Montana University System. The Montana Board of Regents has approved additional guidelines to assist students who have been provisionally admitted to a four-degree program under this policy. The most important guideline requires students to change their admission status from provisional to full very early in their academic career; and if they don't they cannot continue to work on a four-year degree. Those guidelines are entitled Operational Rules for the Provisional Admissions Status Created by Montana Board of Regents.
- E. Before gaining full admission status to a four-year program, the student may prove that he/she has the appropriate proficiency in the following ways:
 - 1. re-take one or more of the listed writing assessments to earn the required score;
- 2. earn a grade of C- or better in the composition course that is the prerequisite to the composition course that satisfies the general education program requirements described in Board Policy 301.10;

- 3. submit a letter to the admissions office documenting a disability that prevented him/her from adequately demonstrating proficiency in a test setting if no accommodation was provided at the time of the test.
- F. A student receiving a score of 5.5 or higher on the MUS Writing Assessment will be issued a certificate of merit from the Montana Board of Regents for use in applying for college admissions or scholarships.

High schools throughout Montana will receive:

- certificates of appreciation from the Montana Board of Regents for their partnership activities with the Montana University System on behalf of the Writing Assessment project;
- awards of merit from the Montana Board of Regents for the exemplary performance earned by their students on the Writing Assessment project.
- G. The Montana University System will establish a uniform system to collect and report student data related to writing proficiency to provide evaluation and analysis of the writing proficiency requirement.
 - H. The following categories of students are exempt from the provisions of this policy:
- non-traditional students (those who do not enter college for a period of at least three years from the date of high school graduation or from the date when they would have graduated from high school);
 - 2. summer-only students; and
 - 3. part-time students taking seven or fewer college-level semester credits.

History:

Approval of Proficiency Admission Requirements and Developmental Education in the Montana University System, approved by the Board of Regents on November 17, 1995 (Item 89-003-R1195); Item 107-109-R0500, Report from Joint K-16 Composition Standards Committee on Writing Proficiency Standards for Admission and Graduation from MUS, approved July 6, 2000; Item 122-105-R0104, Writing Proficiency Recommendation (Background), approved January 15, 2004; Item 129-109-R1105, Writing Proficiency Policy, approved November 18, 2005; and Item 135-105-R0507 approved May 31, 2007. Editorial changes made December 7, 2007.