



Exhibit 2.4.e.3

Proficiency Requirements and Appeals Process

Proficiency Requirements for Mathematics & Writing

The Board of Regents of the Connecticut State University has adopted a policy requiring all students to demonstrate college-level proficiency in writing and mathematics within the first 24 credits of their work toward a degree.

Students whose placement scores place them into skills courses below the college level (ENG 098 and/or MAT 098) must meet the proficiency requirement by passing these courses within their first 24 credits at the university. They will have five opportunities to do so:

1. Summer session before their first academic year;
2. Fall semester;
3. Winter intersession;
4. Spring semester;
5. Summer session before their second academic year.

Students admitted for the spring semester may meet the requirement during:

1. Winter intersession;
2. Spring semester;
3. Summer session;
4. Fall semester;
5. Winter intersession before their second academic year.

Students who do not successfully complete the proficiency courses within the periods stated above will not be allowed to register for credit courses at a university within the CSU system until they pass these courses or the equivalents elsewhere.

Proficiency Requirement Appeals Procedure

For students who have not fulfilled their proficiency course requirement within the 24 credits permitted by the Board of Regents resolution of July 2003:

1. Students who enter the university beginning fall semester 2004 are subject to the resolution concerning proficiency courses (CSU Board of Regents, July 16, 2003).
2. Students will be notified of this requirement when they enter the university and they will receive regular reminders from their school dean until completion.

3. A student who needs to demonstrate proficiency but who fails to complete the requirement within his/her first 24 credits at the university will be notified by the school dean that no further registration for credit course will be permitted at any CSU institution until the required proficiency courses or their equivalents have been successfully completed elsewhere.

4. A student may appeal the suspension by responding in writing to the dean within two weeks of notification. This deadline may be extended only if the student is unable to respond because of hospitalization or other reason beyond his/her control.

a. To support the appeal, only reasons beyond the students' control can be considered, such as medical emergency, leave of absence, or family leave.

b. All reasons must be supported by evidence.

c. For further support, the student's record must show evidence of academic progress.

d. The dean will respond to the student in writing within two weeks of receiving the appeal.

e. An extension of time to meet the requirement may be granted at the dean's discretion after review of the evidence.

f. Extensions may not exceed one additional academic semester.