

# Registration Information

## COURSE PLACEMENT TESTING

Applicants and students are required to complete a course placement examination prior to enrollment in any English, reading, or mathematics course unless the student qualifies for an exemption listed below. Course placement testing is mandatory; students may not enroll for any course above the level designated by the placement exam. No fee is charged for a student's first placement test.

Placement testing is available using untimed computerized testing, on a walk-in basis.

### DECATUR CAMPUS

Monday - Thursday  
9:00 a.m. - 2:30 p.m.  
No Friday Testing  
Testing Center and Adult Education Building, Room 103  
256-306-2648

### HUNTSVILLE CAMPUS

Monday - Thursday (Appointment Necessary)  
9:00 a.m. - 2:30 p.m.  
No Friday Testing  
Sparkman Building, Room 122  
256-890-4770

### EXEMPTIONS

1. A student has ACT or SAT scores at a minimum level. ACT/SAT scores must be on file before an exception to the placement testing requirement will be approved. **NOTE: ACT, SAT, COMPASS, or ACCUPLACER scores and high school transcripts must be no more than 5 years old.**

ACT		SAT	
English	18	Verbal	480
Mathematics	20	Mathematics	480

2. A student has transferred degree-creditable college level English and math courses with a " C " or better. Transcripts must be on file before an exception to the placement testing requirement will be approved.
3. High school transcripts may be used for placement. Please schedule an appointment with an advisor to determine placement.

## ADVISING CENTERS

Advising Centers staffed by advisors are open and operational on the Decatur Campus and the Huntsville campus. The personnel manning the centers will help students set academic goals, plan their course schedules, plan their program of study,

and register for classes. All new, first time freshmen will be assigned an advisor that they will be required to meet with each semester prior to registration until the student has accumulated 30+ credit hours. Upon earning 30+ hours, that advisor will remain assigned to the student and available to them for any assistance they may need.

Go to [www.calhoun.edu/advising](http://www.calhoun.edu/advising) to make an appointment to meet with an advisor.

### **DECATUR CAMPUS**

Chasteen Student Services Center 256-306-2648  
Hours: 8:00 a.m. - 6:00 p.m. Monday - Thursday  
8:00 a.m.- 11:45 a.m. Friday

### **HUNTSVILLE CAMPUS**

Room 101 256-890-4770  
Hours: 8:00 a.m. - 6:00 p.m. Monday - Thursday  
8:00 a.m. -11:45 a.m. Friday