

Enrollment Checklist

All new Heartland students must demonstrate placement in the areas of **Literacy** and **Mathematics** before enrolling in classes. To enroll in credited classes, please complete the following steps:

___1. Apply to Heartland online at: www.heartland.edu/apply. Submit all official transcripts and required documentation.

___ **High School GPA:** Literacy Placement at ENGL 101 (3.0+/4.0) (3.75+/5.0) (83+/100) unweighted scales

___ **High School GPA:** Math Placement at MATH 131/141 or MATH 099/109 (GPA Literacy required & successful completion of 4th year (7 semesters) of mathematics.

___ **High School Equivalency:** Reasoning through Language Arts and Mathematical Reasoning scores of **165+** on the 2014 GED series exam may be used to waive placement testing.

___ **College/University:** Completion of English Composition I with a "C" or better exempts you from the literacy placement test. Completion of a college-level math course exempts you from the math placement test unless you are attempting to place above a prerequisite course.

___ **Military**

___2. Submit **recent** ACT scores or SAT/PSAT scores:

ACT Site Code: 1046 **SAT/PSAT Site Code:** 1361

ACT and SAT/PSAT Scores for Placement (test date must be within the last three years)			
	Placement at College Level Literacy (English 101)	Placement at Math 131, Math 141, and Math 099/109	Placement at Math 109, and Math 135
ACT	19+ English Subscore	19+ Math Subscore	22+ Math Subscore
SAT/PSAT	Evidence-Based Reading and Writing 480+	Math section score of 500+	Math section score of 530+

You can view all waivers here: <https://www.heartland.edu/testing/placement/waivers.html>

___3. Use your *myHeartland* account to set up your Heartland email and schedule Placement Testing.

___4. Complete Placement Testing: unless using a waiver listed above. Transfer students may need to complete Placement Testing pending evaluation of a transcript.

___ Accuplacer Literacy

___ ALEKS Math

___5. Check with Admissions to ensure all application materials have been received:

___ Provide Proof of Residency

___ Clear any Outstanding Balances

___6. Meet with an Academic Advisor:

___ **New, Current, Returning, and Visiting** students can schedule an Advising Appointment by calling (309) 268-8033 **OR** online via *myHeartland*. [click on the Student Center tab, then click the Heartland Navigate tile]. *NEW students **must** meet with an academic advisor*

___7. Secure funding:

___ Apply for Financial Aid/ Scholarships

___ Enroll in Payment Plan

___8. Register for classes

___9. Pay tuition by due date

Guide to your Placement Scores

Accuplacer Literacy Placement

Reading Score	English Literacy Placement	Should I Retest?
200 -239	Placement cannot be determined by scores in this range; therefore, completion of a Writing Sample is necessary. Possible placements include: Foundational Literacy, ENGL 098, ENGL 099/101, or ENGL 101.	Yes, Writing Sample is required for Placement
240 - 300	ENGLISH 101	No
Study and Preparation Sources <ul style="list-style-type: none"> Need help preparing for your writing sample? Navigate to the Testing Center’s website to view the essay rubric as well as sample prompts. https://www.heartland.edu/testing/placement/prepare.html 		

ALEKS Math Placement

Math Score	Math Score			Retesting Information
0-20	MATH 087 is strongly recommended, but optional.			Retaking the math placement exam should be thoughtfully considered. Consider your score on this attempt, how much review you are willing to do, and your goals at Heartland. Scores expire after three years.
0-29	MATH 095	MATH 095	MATH 097	
30-36	MATH 089/MATH 131 MATH 089/MATH 141	MATH 097	MATH 097	
37-45	MATH 131 MATH 141	MATH 106	MATH 099/ MATH 109	
46-60			MATH 109 MATH 135	
61-75		MATH 111 MATH 151	MATH 111 MATH 129 MATH 151	
76-100			MATH 161	
Retesting Options ALEKS Preparation & Learning Modules <ul style="list-style-type: none"> Login to your ALEKS account (ALEKS.heartland.edu) to access a personalized and dynamic learning path to success. Your first proctored attempt determines your baseline of knowledge and provides the content needed to study for any additional retesting. You may complete the ALEKS placement test up to five times within a two-year period. \$5.00 retest fee applies after your second proctored attempt. This can be paid for in the Business Office (CCB, Suite 2100) or over the phone at (309) 268-8140 prior to your scheduled ALEKS retest appointment. 				
Next Steps <ul style="list-style-type: none"> Meet with an Academic Advisor to register for Heartland Courses! Schedule an appointment by calling (309) 268-8033 or online via your myHeartland account. [click on the Student Center tab, then click the Heartland Navigate tile] View Advising Hours of Operation: https://www.heartland.edu/advisement/index.html NEW students must meet with an academic advisor. 				