

CCS Administrative Procedure

3.10.01-B Quick Admit

Implementing Board Policy [3.10.01](#)

Contact: SCC Vice President of Student Services, 533-7015
SFCC Vice President of Student Services, 533-3514

1.0 Purpose

The Community Colleges of Spokane (CCS) establishes guidelines for use of Quick Admit procedures for students who are non-degree seeking, taking credit-bearing classes and are self-pay.

2.0 Limitations and Requirements

- 2.1 Quick Admit is a function performed by the Office of the Registrar.
- 2.2 Quick Admit bypasses the normal Admissions processes including placement testing (3.10.01.A).
- 2.3 Quick Admit function is limited to students who are non-degree seeking and taking credit-bearing courses.
- 2.4 Quick Admit function is limited to students who are self-pay.
- 2.5 Quick Admit is a function that can be used once per academic career.

3.0 College Contacts

- 3.1 Spokane Community College
 - Director of Admissions & Registration, Bldg. 15
- 3.2 Spokane Falls Community College
 - Admissions and Registration – Bldg. 17, lower concourse

4.0 Related Information

- 4.1 CCS Administrative Procedure [3.10.01-A](#) (Admission)
- 4.2 Board Policy [3.10.01](#)
- 4.3 [WAC 131-12-010](#), Minimum standards for admission to a community or technical college

Originated: March 2016

Cabinet approval: May 23, 2016