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**MEMORANDUM**

To: Deans/Directors of Admissions and Records, Test Officers

From: Keith O. Boyum, Associate Vice Chancellor, Academic Affairs



Re: English Placement Test (EPT) Exemption based on Results of SAT Writing Test

The purpose of this memorandum is to provide interim guidance in the use of the results of the writing portion of the SAT as a source of exemptions for CSU students from the requirement to complete the English Placement Test (EPT). This action is taken pending the consideration of the EPT Development Committee that is working with Educational Testing Service on a formal standards setting process.

CSU Executive Order 665 (2/28/1997) documents that a score of 660 or higher on the SAT II subject test in writing qualifies to exempt a student from the EPT. Such students are permitted to be placed immediately into CSU general education-level courses in written communication. The SAT II Subject Test in writing minimum score of 660 was subsequently "re-centered" to 680 (CSU 2007 Enrollment Reporting System Operations Manual, page 149).

As an interim measure, campuses of the California State University should accept a score of 680 or higher on the writing portion of the SAT as an exemption from the EPT. Such students should qualify for placement into general education-level coursework in written communication.

The Enrollment Reporting System (ERS) records of students who qualify for an EPT exemption based on a SAT writing score of 680 or higher should include an English Proficiency Status of "M". EPT exemptions based upon Advanced Placement ("A"), completion of GE breadth coursework in written communication ("T") as well as results

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of “college-ready” on the Early Assessment Program (“Z”) have precedence over exemptions bases in the writing portion of the SAT.

Please use this guidance in placing lower division students effective with the Fall term of 2008.

Questions concerning this guidance may be referred to Dr. Jim Blackburn in Student Academic Support at [jblackburn@calstate.edu](mailto:jblackburn@calstate.edu) or 562 951 4726.

cc: Provosts/Vice Presidents, Academic Affairs  
Vice Presidents, Student Affairs  
Gary W. Reichard, Executive Vice Chancellor/Chief Academic Officer  
Allison Jones, Assistant Vice Chancellor, Student Academic Affairs  
Phillip Garcia, Senior Director, Analytic Studies  
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