

*Student Academic Services, Academic Affairs*  
401 Golden Shore, 6th Floor  
Long Beach, CA 90802-4210  
[www.calstate.edu](http://www.calstate.edu)

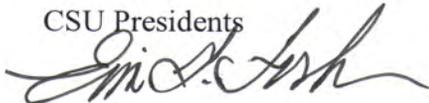
**Eric G. Forbes**  
Assistant Vice Chancellor  
(562) 951-4744  
[eforbes@calstate.edu](mailto:eforbes@calstate.edu)

**MEMORANDUM**

**Code: AA-2014-20**

**Date:** December 10, 2014

**To:** CSU Presidents



**From:** Eric G. Forbes  
Assistant Vice Chancellor

**Subject: Admission Exception Allocations, 2014-2015 and 2015-2016**

Trustee policy provides for a limited number of undergraduate admission exceptions to regular admission criteria. Exception admissions under this policy are commonly referred to as “special admits.” Two sections of Title 5, Article 6, California Code of Regulations, incorporate the policy:

*Section 40900 General Exceptions*

*Section 40901 Exceptions for Applicants to Special Compensatory Programs*

Article 6 states that an applicant not otherwise eligible for admission either as a first-time freshman applicant or as a transfer applicant with fewer than 60 semester units may be admitted provided that the number of applicants enrolled in each category does not exceed four percent of all undergraduate students enrolled for the first time during the previous year not including those students enrolled under the provision of the Article.

While a few campuses have the capacity to provide access and opportunity for student success through the prudent use of exceptional admission, there is continuing concern about the extent to which these special admits contribute to increasing enrollment demand and the need for CSU to provide pre-collegiate instruction. Recent changes in federal and state regulations regarding financial aid and graduation rates underscore the importance of limiting the number of special admits. Since the CSU should not exceed the total eight percent permitted by Title 5 under Article 6, campuses now exercising enrollment controls and those anticipating the need to manage enrollment are encouraged to reexamine carefully the extent to which not fully qualified applicants are admitted and enrolled.

CSU Enrollment Reporting System data filed with the Division of Analytic Studies indicate new undergraduate enrollments in 2013-2014 totaled 125,258 of which 956 enrolled under provisions of Section 40900 and 947 enrolled under provisions of Section 40901. As shown in Attachment A, the systemwide total of 1,903 individuals enrolled as exceptions is within the CSU allocation

**CSU Campuses**

Bakersfield • Channel Islands • Chico • Dominguez Hills • East Bay • Fresno • Fullerton • Humboldt • Long Beach • Los Angeles • Maritime Academy • Monterey Bay  
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for 2013-2014. Recognizing enrollment trends and campus efforts to limit the use of special admission, the special admit allocations are generally less than the number generated for the system or individual campuses. A campus that has special needs that may not be accommodated within the indicated allocation should bring that to the attention of Chancellor's staff as soon as possible.

Also included in the attachment is a preliminary allocation for 2015-2016 for campus planning purposes. The 2015-2016 allocations have been modified based upon campus and system trends in undergraduate enrollment and previous exceptional admission activity. In response to our enrollment uncertainties, the overall number of exception allocations has only been marginally reduced from the previous year.

Questions about admission exception allocations should be addressed to Mr. Nathan Evans, Director, Enrollment Management Services, Academic Affairs, Student Academic Support at (562) 951-4726 or nevans@calstate.edu.

EGF/nse

Attachment

- c: Provosts/Vice Presidents for Academic Affairs
  - Vice Presidents for Student Affairs
    - Dr. Ephraim P. Smith, Executive Vice Chancellor and Chief Academic Officer
    - Dr. Ronald E. Vogel, Associate Vice Chancellor, Academic Affairs
    - Dr. Ed Sullivan, Assistant Vice Chancellor, Academic Research
    - Dr. Philip Garcia, Senior Director of Analytic Studies
    - Mr. Nathan Evans, Director of Enrollment Management Services
    - Mr. Dean Kulju, Director of Financial Aid Services and Scholarships
    - Directors of Admissions, Records, and Enrollment Management