

Minimum College Admission Standards
for students entering College or University
Summer or Fall 2012



(revised March 2011)



March 2011

Admissions Standards Policy

Effective Date: Entering Freshmen Class of 2012 except where otherwise noted.

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Introduction

Authority to Establish Admission Policy

The Higher Education Coordinating Board (HECB) has responsibility to “Establish minimum admission standards for four-year institutions, including a requirement that coursework in American sign language or an American Indian language shall satisfy any requirement for instruction in a language other than English that the board or the institutions may establish as a general undergraduate admissions requirement” (RCW 27B.600.160).

28B.76.290 Coordination of activities with segments of higher education.

28A.600.160 Educational pathways.

On November 17, 2010 (resolution 10-29), the board adopted revised minimum requirements for freshmen admission and reaffirmed alternative admission and minimum admission for graduate and professional programs.

The primary goal of the 2010 revisions was to foster alignment between high school graduation requirements and four-year public college admission requirements and integrate all admissions pathways into a single policy. To foster alignment between high school graduation requirements and four-year public college admission requirements, the HECB and the State Board of Education adopted changes to their respective requirements that will:

- Add a third credit in science concurrent with a change in the high school graduation requirements.
- Place emphasis on competencies rather than defined “seat time” and allow for use of competency-based assessments to meet admission requirements and eliminate the specification of a time-based curriculum in high school.
- Reaffirm or modify current policies to ease administrative burden, clarify intent, and ensure alignment with changes to the graduation requirements, including current testing requirements.

Under the new high school graduation requirements (beginning with the graduating class of 2016), students will be automatically enrolled¹ in a curriculum that prepares them for careers or college and, for the first time, the state high school graduation requirements will match the minimum college admission requirements.

¹ Students would be automatically enrolled in a college and career ready pathway that meets the minimum college admission requirements. However, they may opt for an alternate curriculum that focuses more coursework on career, academic, or other interests based on their high school and beyond plan.

Implementation

Except where noted, these revised policies take effect for students entering college summer or fall term 2012.

1.1 Freshmen Admission Policy

Freshmen admission requirements apply to all applicants to the public four-year colleges who enter directly from high school and/or students who enter college with fewer than 40 credits of college level coursework or equivalent.

Running Start and other dual-credit earning students, including those who have earned more than 40 quarter hours of college-level credit, who enter a public baccalaureate institution directly from high school must meet minimum college admission standards (i.e., CADR, minimum GPA, submittal of SAT/ACT test scores, etc.).

Rigorous Coursework Each Year in High School

Admission to many of the state's institutions is competitive. The best preparation for success in college is a rigorous high school curriculum. Students are strongly encouraged to earn three credits of CADR courses each year of high school, including their senior year.

Comprehensive Review of Applications for Admission

Currently, each of the public baccalaureate institutions employs a comprehensive or holistic review process for at least a portion of their applicants. The board encourages institutions to utilize comprehensive and holistic review as a means of ensuring student access. In particular, the board encourages institutions to consider traditionally underserved populations who otherwise might not appear prepared using standardized criteria. In cases where students do not meet the minimum college admission standards, the policy provides for alternative admission policies which may be more appropriate for certain students.

Course Requirements: College Academic Distribution Requirement (CADR)

CADR reflect the minimum number of credits required in six subject areas that students must earn to be eligible for routine admission consideration by four-year public baccalaureate institutions. For a more detailed description of CADR courses and how they can be met in high school as well as in college, please see Appendix B.

Changes to course requirements

- Contingent upon legislative approval and funding, the requirement in science will increase to 3 credits beginning for the class entering postsecondary education in summer or fall of 2016 (see Appendix A).

Courses may be assessed based upon competency rather than “seat time”

- In meeting the CADR requirements, the minimum admission standards reference “credits” rather than “years of coursework” to better recognize alternative scheduling and competency-based assessment of student learning.
- The policy also allows for dual purpose courses. A dual purpose course is a single course that meets one academic requirement and one other requirement in high school (e.g., principles of technology may count as a lab science and Occupational Education). This approach is described as “2 for 1” in the State Board of Education high school graduation requirements. As described below, dual purpose courses must be indicated with the “B” designation on the high school transcript.²
- Students may meet high school requirements with courses taken in middle school, provided the courses are part of a sequence which is successfully continued in high school, or the course is included on the high school transcript as a high school level course.
- Students may meet the World Language requirement through passage of a district approved competency assessment consistent with the American Council on the Teaching of Foreign Languages (ACTFL) Proficiency Guidelines in order to ensure consistency across languages. The State Board of Education provides a sample policy for districts and recommended assessment tools:
(<http://www.sbe.wa.gov/documents/FAQ%20World%20Language%20Proficiency.pdf>). Assessment procedures for other subject areas will be established in the future.
- Achieving proficiency on the state mandated high school reading assessment is equivalent to the first two CADR credits of English. Achieving proficiency on state mandated high school math assessment is equivalent to the first two CADR credits of math (algebra I and geometry, or integrated math I and II).³

Transcript Designations

Washington Administrative Code (WAC) 392-415-070 requires that standardized high school transcripts include a “B” designation for courses that meet or satisfy HECB core course requirements.

Because the term “core course” may have different meanings depending upon context, the term “College Academic Distribution Requirements” (CADR) is used to describe courses that meet

² The senior year quantitative course may be met by taking courses that do not carry the B designation. At this time there is not a way to flag these on the transcript. OSPI is working on revisions to the transcript that will allow schools to indicate which courses meet the quantitative requirement.

³ CADR equivalency may be met through passing scores on WASL, HSPE, or State Mandated End of Course Exams.

the HECB minimum requirements and, therefore, should carry the “B” designation on the transcript.

It is the responsibility of each school district to determine which of its high school courses meet CADR guidelines and to ensure that the “B” designations are made on students’ transcripts.

SAT or ACT Scores Required

Official SAT or ACT test scores must be sent directly to the college or university to which a student is applying. Students who cannot afford the test should check with their high school to inquire about a fee waiver. Both College Board (SAT) and ACT provide for fee waivers. Students unable to provide standardized ACT or SAT test scores may petition the institution for a waiver from the requirement. No more than five percent of the new freshmen enrolled annually at each institution may receive waivers from this requirement.

Minimum Grade Point Average

Students must attain a minimum, non-weighted cumulative grade point average of 2.0 on a 4.0 scale. Graduates of institutions not using a grading system would be exempt from the GPA minimum requirement but would have to submit equivalent measures of performance as determined by the college or university.

1.2 Alternative Freshmen Admission Policy

There are two approaches that may be used to admit students who may not meet the current freshmen admission standards. The first, open to all students, provides for waiver of some high school course requirements. The second, designed for students who have been out of high school longer (entering students who are age 25 or older) allows students to be admitted without consideration of specific high school course requirements. Up to 15 percent of freshmen offered admission at each of the six public baccalaureate institutions may be admitted using an alternative standard.⁴

Option 1: Alternative Admission Standards

Undergraduate students must meet the following standards:

1. Submit a score on the SAT or ACT unless a waiver has been granted by the receiving baccalaureate institution;
2. Submit a transcript showing achievement of a 2.0 high school grade point average or a passing score on the General Educational Development (GED) certificate test;
3. Complete high school course requirements as prescribed, with no more than three CADR credits waived; and
4. Present evidence of success outside the classroom and strong motivation to succeed in college.

Option 2: Admission of freshmen 25 years or older.

An applicant 25 years of age or older who is seeking initial entry at the freshman level may be offered regular admission if the student meets standards appropriate to the applicant's age and personal experience. These applicants must meet at least two of the following requirements:

1. Submit satisfactory scores on the SAT, ACT, or other university-administered tests;
2. Submit a transcript showing the achievement of a 2.5 high school grade point average or a passing score on the General Education Development (GED) certificate test;
3. Write an essay demonstrating entry-level critical thinking and communication skills; or
4. Present evidence of success outside the classroom and strong motivation to succeed in college.

⁴ Students receiving the SAT or ACT Score Requirement Waiver are included in this 15 percent total.

2.1 Transfer Admission Policy

Students who have earned 40 college level credits are exempt from the state minimum freshmen admission requirements and should inquire with institutions for requirements for transfer admission. However, Running Start and other dual-credit earning students, including those who have earned more than 40 quarter hours of credit who enter a public baccalaureate institution directly from high school, must meet minimum college admission standards as outlined in section 1.1.

The state provides a number of tools to smooth the transfer process including the Direct Transfer Agreement (DTA), Associate of Science Transfer (AST), and Major Related Pathways (MRP). For more information on transfer, please visit the transfer web site at: (<http://www.hecb.wa.gov/go/transfer>).

3.1 Graduate Admission Requirements

Adopted September 8, 1998, Resolution 98-30; reaffirmed November 17, 2010, Resolution 10-29

Students seeking regular admission to graduate programs or to their first professional degree programs are required to have a minimum grade point average of 3.0 in the last 90 graded quarter hours or the last 60 semester hours. Graduates of The Evergreen State College or other institutions or programs not using a grading system would be exempt from the GPA minimum requirement, but would have to submit equivalent measures of performance.

Applicants with earned graduate or professional degrees from appropriately accredited institutions are judged by their academic accomplishments to show evidence of student preparedness generally equivalent to these minimum admissions requirements.

3.2 Alternative Standards for Admission to Graduate and Professional Schools

Institutions may admit up to 10 percent of an entering class of a graduate or professional school under alternative standards. This exemption must be applied on an institution-wide basis. Each institution will develop alternative standards that could vary by program. Alternative standards are submitted to the Higher Education Coordinating Board for approval. Application of alternative standards must be documented by the institution for the purpose of future review and audit.

3.3 Regular Admission of Graduate and Professional School Students with Significant Professional Experience

Students with at least ten years of increasingly responsible professional experience in the field for which they are applying could be offered regular admission to a graduate or professional program. These applicants would have to meet at least three of the following requirements:

1. Submit a transcript showing the achievement of a 3.0 grade point average for the last 90 quarter hours or 60 semester hours;
2. Submit satisfactory scores on the GRE, GMAT, or other approved test;
3. Write an essay demonstrating critical thinking skills;
4. Write a Statement of Intent demonstrating a level of knowledge and intellectual maturity appropriate to the proposed field of graduate study; or
5. Present evidence of professional success in a field relevant to the proposed area of study.

Appendix A

Implementation Timeline for Changes to the Minimum College Admission Requirements

Subject Area	Credits	Freshmen Entering College
English	4	Current
Mathematics	3	Current
	Algebra I, Geometry, & Algebra II, or Integrated Math I, II, & III, or higher level math.	
Senior Year Math-Based Quantitative Course	Additional math or an algebra-based science course required ⁵	Current
Science	2	A third credit of Science will be required when the State Board of Education formally adopts into rule a 3-credit science graduation requirement. The third credit would not need to be lab-based.
Science	2 lab science: 1 algebra-based and 1 in biology, chemistry, or physics	
Social Sciences	3	Current
World Languages	2	Current
Arts	1 ⁶	Current
	Fine, visual, or performing arts	
Policy Changes		
Remove <u>Requirement</u> for 3 CADR's per year		No Impact ⁷
Allow Dual Purpose Courses		Freshmen entering Summer or Fall 2012
High School Level Courses in Middle School Accepted if on High School Transcript		Freshmen entering Summer or Fall 2012
Approved Competency Assessment to meet requirements		Freshmen entering Summer or Fall 2012
"State Mandated Test" to meet first two credits in Math and English (replaces WASL)		Freshmen entering Summer or Fall 2012
Third credit of Science pending SBE adoption as graduation requirement		A third credit of Science will be required when the State Board of Education formally adopts into rule a 3-credit science graduation requirement. The third credit would not need to be lab-based.

⁵ Considered a dual-purpose course and may be satisfied by any math or algebra-based science in the senior year.

⁶ HECB would allow additional coursework in academic areas to be used to substitute for fine, visual, or performing arts.

⁷ The requirement was scheduled to take effect for the class of 2012. The revised policy changes the requirement to a recommendation.

Minimum College Admission Standards (Revised 2011)
College Academic Distribution Requirements – Guidelines for Educators

Subject Area	Minimum College Academic Distribution Requirements (CADR)	Meeting the CADR if taken in high school	Meeting the CADR through college coursework
	<p>College Academic Distribution Requirements (CADR) coursework</p> <p><i>NOTE: Previous minimum college admissions standards used the term 'year' to designate completion of what is now referred to as 'one credit' of high school coursework. The use of 'credit' recognizes that school districts may use alternative or block scheduling that permit students to earn a full credit in a given subject area in less than an academic year.</i></p>	<p>Students are encouraged to take a minimum of three credits of CADR courses each year of high school, including senior year.</p>	<p>College credit equivalents for CADR credits</p> <p>College students who complete five quarter credits or three semester credits of college-level coursework will have earned the equivalent of one CADR credit.</p> <p>In addition, pre-college courses in English and math may be equivalent to CADR courses provided that they are designed to meet the same learning outcomes as the high school course for which they substitute.</p> <p>5 college quarter credits = one CADR credit 3 college semester credits = one CADR credit</p>
<p>English</p> <p>Implementation:</p> <p>Students Entering College Summer or Fall 2012</p>	<p>English – 4 credits</p> <p>Must include three credits of literature and composition.</p> <p>May include one credit of elective English, such as creative writing, journalistic writing, English as a Second Language, or Learning Support English.</p> <p><i>NOTE: Passing the state mandated high school assessment in Reading is equivalent to earning the first two credits of high school English.</i></p>	<p>English – 4 credits</p> <ul style="list-style-type: none"> • Must include three credits of college-preparatory composition or literature. • One credit may be satisfied by courses in drama as literature, public speaking, debate, journalistic writing, business English, English as a Second Language (ESL), or Learning Support English. <p>Remedial or applied courses are not acceptable (e.g., acting, basic English skills, developmental reading, library, newspaper staff, remedial English, review English, vocabulary, yearbook/annual).</p> <p><i>NOTE: English courses are considered equivalent to ESL unless taken in Australia, Canada, Ireland, New Zealand, the United Kingdom, or the United States.</i></p>	<p>English –</p> <p>Completing additional English CADR credits</p> <p>College students without four CADR high school English credits may earn credits by completing one of the following:</p> <ul style="list-style-type: none"> • Pre-college English coursework that would prepare a student for college level composition or literature (typically the highest level pre-college course at a given institution). • College level course work in composition or literature component. Generally any course with an English or writing prefix is acceptable. • One credit may be satisfied by a college course in speech, drama as literature, journalistic writing, business English, ESL, or engineering/technical writing. <p><i>NOTE: English courses are considered equivalent to ESL unless taken in Australia, Canada, Ireland, New Zealand, the United Kingdom, or the United States.</i></p>

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<p>Senior year math-based quantitative course</p> <p>Implementation:</p> <p>Students Entering College Summer or Fall 2012</p> <p><i>NOTE: The intent is to require that students take meaningful math during their senior year. The policy does not require a higher level of math than the basic requirement.</i></p>	<p>Math-based quantitative course</p> <p>One credit of math-based quantitative coursework is required in the senior year. This requirement may be met through enrollment in one of the three required math courses;</p> <p>OR... by completing a math-based quantitative course like statistics, applied math, or appropriate career and technical courses;</p> <p>OR... by completing an algebra-based science course.</p> <p>Substitute Provision: Successful completion of math through pre-calculus meets both the course and senior year math requirement.</p>	<p>Math or math-based quantitative course in senior year – 1 credit</p> <p>This requirement can be met by taking Algebra II (intermediate algebra), or Integrated Math III;</p> <p>OR... pre-calculus or math analysis (if Algebra II or Integrated Math III was completed prior to grade 12);</p> <p>OR... a quantitative course such as statistics, advanced level of applied math, or math-based career and technical courses;</p> <p>OR... an algebra-based science course, e.g., chemistry, physics, or other science course that incorporate knowledge of algebra.</p> <p>EXCEPTION: Prior to the senior year, completion of higher-level math – e.g., pre-calculus, math analysis, or calculus – exempts students from the senior-year quantitative course requirement.</p>	<p>Comparable college courses in math, (e.g., pre-calculus, statistics, or algebra-based science) may apply.</p>

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Subject Area	Minimum College Academic Distribution Requirements (CADR)	Meeting the CADR if taken in high school	Meeting the CADR through college coursework
<p>Mathematics</p> <p>Implementation:</p> <p>Students Entering College Summer or Fall 2012</p>	<p>Mathematics – 3 credits</p> <p>Must include one credit each of Algebra I, geometry, and Algebra II (intermediate algebra);</p> <p>OR... three credits of Integrated Math (Integrated Math I, II, III).</p> <p><i>NOTE: Passing the state mandated high school assessment in math is equivalent to earning the first two CADR credits of high school math (Algebra I and geometry or Integrated Math I and II).</i></p>	<p>Mathematics – 3 credits</p> <p>Completion of three credits - Algebra I, geometry, and Algebra II (intermediate algebra);</p> <p>OR... the integrated Math I, II, III series is required.</p> <p><i>NOTES:</i> <i>Successful completion of math through pre-calculus meets the 3-credit math requirement.</i></p> <p><i>Arithmetic, pre-algebra, business math, computer science, philosophy, and statistics courses will not count toward the requirement.</i></p>	<p>Mathematics – Completing a third math credit</p> <p>College students without a third high school mathematics credit may earn that credit by completing one of the following:</p> <ul style="list-style-type: none"> • Pre-college math coursework that would prepare a student for college Algebra (typically the highest level pre-college math course at a given institution). • A course in intermediate algebra - the course must be completed with a grade of 'C' (2.0) or better. At Washington community colleges, this course is numbered below 100 and is considered the equivalent of the third year of high school math. It does not transfer as college credit. • Mathematics courses with intermediate algebra as a prerequisite (see exceptions below). This includes any higher-level mathematics courses such as elementary functions, pre-calculus, calculus, and beyond. <p><i>NOTE: Courses in philosophy (e.g., logic), statistics, or computer science do not satisfy the mathematics requirement.</i></p>

Minimum College Admission Standards (Revised 2011)
College Academic Distribution Requirements – Guidelines for Educators

<i>Subject Area</i>	<i>Minimum College Academic Distribution Requirements (CADR)</i>	<i>Meeting the CADR if taken in high school</i>	<i>Meeting the CADR through college coursework</i>
<p>Science</p> <p>Implementation:</p> <p>Students Entering College Summer or Fall 2012</p>	<p>Science – 2 credits</p> <p>Two credits of laboratory science are required.</p> <p>One of these credits must be in an algebra-based science.</p> <p>One of these credits must be in biology, chemistry, or physics</p> <p><i>NOTE: A third credit of science will be required when the State Board of Education formally adopts into rule a 3-credit science graduation requirement. The third credit would not need to be lab-based.</i></p>	<p>Science – 2 credits</p> <p>Two credits of laboratory science are required for college admission in the 2010-11 academic year and beyond.</p> <p>One credit must be in an algebra-based science course. Students completing this requirement typically take this course in two successive high school semesters.</p> <p>One Credit must be in biology, chemistry, or physics (this course may also meet the “algebra-based” requirement).</p> <p>The principles of technology courses taught in Washington state high schools may also satisfy the laboratory science requirement.</p> <p>To complete the second credit, students may take courses identified by the school district as laboratory science courses, e.g., astronomy, environmental science, geological science, genetics, or marine science.</p> <p>An algebra-based science course with laboratory taken in the senior year may satisfy both the science requirement and the senior-year math-based credit requirement (see senior year math-based quantitative course requirement above).</p>	<p>Science –</p> <p>Completing additional CADR science credits</p> <p>College science courses with a lab will count toward the laboratory science requirement. For example, lab courses in astronomy, atmospheric science, biological structures, biology, botany, chemistry, environmental science (but not environmental studies), genetics, human physiology, geology, oceanography, physical anthropology, physical geography, physics, or zoology may apply toward this requirement.</p>

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Subject Area	Minimum College Academic Distribution Requirements (CADR)	Meeting the CADR if taken in high school	Meeting the CADR through college coursework
<p>World Languages</p> <p>Implementation:</p> <p>Students Entering College Summer or Fall 2012</p>	<p>World Languages – 2 credits</p> <p>Two credits of the same World Language, Native American Language, or American Sign language.</p>	<p>World Languages – 2 credits</p> <p>Two credits must be earned in the same language. The World Language course work requirement will be considered satisfied for applicants who complete their education through the seventh grade in school(s) (a) where English was not the language of instruction and (b) in countries other than Australia, Canada, Ireland, New Zealand, the United Kingdom, or the United States.</p> <p>Coursework completed in any World Language may be used to satisfy this requirement, including an American Indian language, American Sign Language (ASL), or languages no longer spoken, such as Latin and ancient Greek. However, other forms of sign language or computer “languages” do not satisfy the World Language requirement.</p> <p>Schools may award credit based upon a district approved competency assessment consistent with the SBE sample policy and American Council on the Teaching of Foreign Languages (ACTFL) Proficiency Guidelines.</p> <p><i>NOTE: A World Language course taken in middle school may satisfy one credit of the requirement if the second year level course is completed in high school grades 9-12.</i></p>	<p>World Languages – Completing additional CADR credits</p> <p>Each five-credit quarter or three-credit semester of language in college is considered equivalent to one credit in high school. Applicants who have never studied a World Language will need to complete six semesters or 10 quarter credits of a single, sequenced World Language.</p> <p>College students who earned one credit of a World Language in high school must complete the equivalent of a second credit of that language in college.</p> <p>For example, a high school student who earned only one credit in French would be required to take five quarter credits, or three semester credits, of French 102 or equivalent to gain a second CADR credit.</p> <p><i>NOTE: College graduation requirements in World Languages often include the third year of the same language.</i></p> <p>5 college quarter credits = one CADR World Language credit</p> <p>3 college semester credits = one CADR World Language credit</p>

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<i>Subject Area</i>	<i>Minimum College Academic Distribution Requirements (CADR)</i>	<i>Meeting the CADR if taken in high school</i>	<i>Meeting the CADR through college coursework</i>
<p>Social Science Implementation: Students Entering College Summer or Fall 2012</p>	<p>Social Science – 3 credits</p>	<p>Social Science – 3 credits</p> <p>Three credits are required in history or in any of the social sciences – e.g., anthropology, contemporary world problems, economics, geography, government, political science, psychology, or sociology.</p> <p><i>NOTE: Credit for religion courses, consumer economics, student government, or community service will not count towards the requirement.</i></p>	<p>Social Science – Completing additional CADR credits</p> <p>Courses in the social sciences, e.g., anthropology, economics, ethnic studies, history, philosophy, political science, psychology, or sociology will count toward the requirement.</p>

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College Academic Distribution Requirements – Guidelines for Educators

<i>Subject Area</i>	<i>Minimum College Academic Distribution Requirements (CADR)</i>	<i>Meeting the CADR if taken in high school</i>	<i>Meeting the CADR through college coursework</i>
<p>Arts</p> <p>Implementation:</p> <p>Students Entering College Summer or Fall 2012</p>	<p>Arts – 1 credit</p> <p>One credit of fine, visual, or performing arts, or one additional credit in math, English, social science, lab science, or world languages.</p>	<p>Arts – 1 credit</p> <p>One credit in the fine, visual, or performing arts or an additional year in any of the academic areas defined above is required.</p> <p>Acceptable coursework in the fine, visual, or performing arts may be chosen from art appreciation, band, ceramics, choir, dance, dramatics performance and production, drawing, fiber arts, graphic arts, metal design, music appreciation, music theory, orchestra, painting, photography, print making, or sculpture.</p> <p>Courses not acceptable toward this requirement include architecture, color guard, creative writing, drafting, drill team, fashion design, interior design, sewing, speech, web design or graphics, woodworking, and yearbook.</p> <p>Academic electives are courses in any of the six subject areas (defined above) beyond the minimum number of years specified above.</p> <p>NOTE: <i>The UW and WWU specify that one-half credit of this requirement must be in the fine, visual, or performing arts; the other half may be either in the arts or in an academic elective.</i></p>	<p>Arts – Completing additional CADR credits</p> <p>College students may meet the CADR requirement by taking:</p> <p>Five quarter credits or three semester credits in fine, visual, or performing arts;</p> <p>OR... three quarter credits or two semester credits in art, art history, cinema/filmmaking, dance, music, or photography;</p> <p>OR... three quarter credits or two semester credits in drama except drama as literature courses.</p> <p>Note: <i>Courses in architecture are generally not acceptable, except for those in architectural history.</i></p>