

# EO 665 Questions and Answers

REVISED AUGUST 2008

## *What is EO 665?*

It stands for [Executive Order 665](#). This is an order issued by the California State University System to ensure that the English and mathematics competency skills of all entering freshmen and transfer students reach college level within the students' first year of enrollment at a California State University campus.

## *Does it apply to me?*

It applies to all entering students who have an ELM score below 50 or an EPT score below 151, and do not have an exemption from these tests. EO 665 does not apply to students who are placed into preparatory math classes by the MDPT.

## *What are the exemptions to the ELM?*

- A score of 550 or higher on the mathematics section of the SAT or the SAT I: Reasoning Test, or the Level I, IC, IIC of the College Board Mathematics Achievement Test, or the SAT II: Mathematics Test.
- A score of 23 or higher on the math portion of the ACT, taken 10/89 or later.
- A score of 24 on the math portion of the ACT, taken before 10/89.
- A score of 3 or higher on the AP AB or AP BC Calculus exams.
- A score of 3 or higher on the AP Statistics exam.
- A grade of C or better in an approved GE math class from a two year or four year institution.

## *What are the exemptions to the EPT?*

- A score of 550 or higher on the verbal section of the SAT or SAT I: Reasoning Test taken after 4/95.
- A score of 470 or higher on the verbal section of the SAT or SAT I: Reasoning Test taken before 4/95.
- A score of 680 or higher on the SAT II: Writing Test taken after 4/98.
- A score of 660 or higher on the SAT II: Writing Test taken between 4/95 and 4/98.
- A score of 600 on the College Board Achievement Test in English Composition with essay, or the SAT II: Writing Test taken before 4/95.
- A score of 24 or higher on the enhanced ACT English Test taken 10/89 or later.
- A score of 22 on the ACT English Usage Test taken before 10/89.
- A score of 3 or higher on the AP Language and Composition or Literature and Composition exams.
- A grade of C or better in an approved English Composition class from a two year or four year institution.

## *I didn't do well on the test. Can I take it again?*

You can take the EPT only once. You can take the ELM more than once, and the highest score will determine your EO 665 status. The campus must receive your latest score before the first day of classes.

***What do I need to do if EO665 applies to me?***

You must enroll in the appropriate preparatory math or English class in your first quarter of attendance, and are expected to enroll each subsequent quarter until all preparatory work is completed. You may need to take from one to three quarters of preparatory work.

***If EO 665 doesn't apply to me, do I need to do anything?***

You should still plan to take a math and English class in your first quarter. Students tend to lose math skills if they don't practice them, and reading and writing skills are needed for all of the other general education classes.

***Will a good score on the MDPT exempt me from the ELM?***

No. Since the MDPT is a local test, it cannot exempt you from the EO665 requirements.

***I took the ELM and got a score below 50. What math classes do I need to take?\****

**Math 010, 011 and 012 must be passed with a C or better.**

<b>If your score is in the range:</b>	<b>You must take:</b>
0 - 26	Math 010 and 010L, then Math 011 and 011L, then Math 012
28-40	Math 011 and 011L, then Math 012
42-48	Math 012
50+	MAT 191 or STA 120

***I took the EPT and got a score below 151. What English classes do I need to take?\****

<b>If your score is in the range:</b>	<b>You must take:</b>
0 - 141	English 095
142 - 146	English 096
147-150	English 104 & English 002 <b>OR</b> IGE 120 & English 002* see note below
151 and above	English 104
<i>If English is your second language, or is not the language spoken at home:</i>	
<b>If your score is in the range:</b>	<b>You must take:</b>
0 – 129	English 098
130 – 146	English 099
147 and above	English 102

All classes must be passed with a C or better to progress to the next class except for English 104 or IGE 120 in which you must receive a D- or better.

\*You must register for both courses listed: English 104 & English 002, **OR** IGE 120 & English 002. Failure to register for the English 002 component will result in your being dropped from either English 104 or IGE 120.

\*\*The score placement above is applied to students admitted for Fall 2008. If you were admitted before that date, please see the Test Center website: <http://www.csupomona.edu/~academic/testcenter/>

***What if I don't take a required preparatory class the first quarter I attend Cal Poly Pomona?***

Your classes for that quarter will be cancelled. You may ask to have your admission transferred to the subsequent quarter. Approval is subject to space availability.

***Do I have to take these classes every quarter?***

Yes, you are expected to enroll in preparatory classes each quarter until you complete all of the required classes with a C or better.

***How long do I have to complete these classes?***

You have four quarters from your first quarter of enrollment. Every quarter counts, whether you are taking classes or not.

***Does Summer quarter count in the four quarters?***

Yes. Every quarter counts, whether you are taking classes or not.

***What if I can't get into a class?***

The University has ensured that there are enough seats for all students required to take preparatory classes. You are expected to register during your enrollment appointment period and adjust your schedule, including dropping conflicting classes if necessary, to make it work.

***I am not doing well in my class. Can I drop it?***

No, you cannot drop a preparatory class that you are taking due to EO665, unless you are withdrawing from all classes.

***I am not going to finish in time. Is there anything I can do?***

You may request additional time to complete the preparatory classes. If you anticipate in your third quarter that you will not complete the requirements in four quarters, you may file a [Request for an Extension](#) before the beginning of the 8th week of classes. Requests will not be accepted after the first day of the 8th week of classes in the fourth quarter.

***What does the EO 665 Committee consider when making a decision to grant additional time?***

- The serious or compelling circumstances that interfered with your academic progress.
- The progress that you have made toward your degree, indicated by the number of general education, major core, and/or support courses completed.
- Your Cal Poly Pomona grade point average. (Students are expected to maintain a GPA of 2.0 or higher.)
- The progress that you have made in your preparatory classes. (Students are expected to improve their performance by at least one letter grade if repeating a course.)
- The effort that you have made in your preparatory classes (current and past), documented by mathematics and English instructors and advisors in academic support programs.

***What supporting documentation should I include with my Request for an Extension?***

- Any paperwork that will support your compelling reason.
- Letters from the instructors of your preparatory classes that will verify that you have been making an effort to pass these classes.
- Letters from advisors or tutors that will verify that you regularly met with them.
- Letters from advisors in any academic support programs in which you participated.

***What if I don't finish in four quarters? What if my extension is not granted?***

You will be placed on administrative leave of absence, and you will need to complete the appropriate general education coursework at another institution within four quarters to return to Cal Poly Pomona. If you are not in good academic standing, you may have additional requirements.

***What do I need to do to come back?***

- If you did not complete the preparatory math classes, you need to satisfy the GE B-4 (quantitative reasoning) requirement. See the Mathematics Department for appropriate classes at other colleges.
- If you did not complete the preparatory English classes, you need to satisfy the GE A-2 (English composition) requirement. See the English Department for appropriate classes at other colleges.
- If your GPA is below 2.0, you must meet with your advisor. You may need to satisfy additional requirements before you return to Cal Poly Pomona.

***What do I need to do when I am ready to come back?***

If you are returning within four quarters after being placed on leave of absence,

- you must submit an official transcript that verifies that you have satisfied the appropriate general education requirement. This transcript must be received before the last day of late registration.
- If you are not in good academic standing, you may need to submit additional paperwork such as an advising contract, course repetition forms, a reinstatement petition, or change of major form.

If you are returning after an absence of more than four quarters,

- you must reapply to the university.