



Policy Title	Matriculation Policy
Policy Number	3002
Category	Academic
Applicability	College-wide
Responsible Office	Academic Affairs
Effective Date	September 2, 2025

## I. Policy Statement

### A. Matriculated Status

Matriculated status is granted to every student who is admitted into a degree or certificate program at Suffolk County Community College. Matriculation assures a student that the requirements for a particular program which are in effect at the time of matriculation will remain in effect until that student graduates.

Matriculated students may attend classes on a part-time (1-11.5 credits per semester) or full-time (12-18 credits per semester) basis and may schedule classes during the days, evenings, weekends, or online on any of the college's three campuses. Students must request permission from the Campus Associate Dean for Academic Affairs to enroll in more than 18 credits. **To be eligible for financial aid, students must be matriculated and taking courses required for or applicable to their current degree program.**

Loss of matriculation occurs if the student:

- applied and was accepted to the College, but never attended during the semester of acceptance.
- was matriculated in a program with limited seat availability (including but not limited to Automotive Service Specialist, Automotive Business, Automotive Maintenance and Light Repair, Emergency Medical Technician: Paramedic, Nursing, Occupational Therapy Assistant, Physical Therapist Assistant, Practical Nursing, Toyota T-TEN Automotive Service, Surgical Technology and Veterinary Science Technology) and did not attend during the semester of acceptance (excluding winter session and summer session).
- did not enroll in credit-bearing courses at the College for two or more consecutive semesters (excluding winter session and summer session).
- was academically dismissed or if the student's matriculation status was rescinded for academic reasons.
- graduated from Suffolk and is not subsequently pursuing an additional degree or certificate.

### B. Non-Matriculated Status

Non-matriculated status is assigned to any student who wishes to take classes at Suffolk County Community College but who has not been admitted into a degree or certificate program or for a student who has lost matriculation status. Non-matriculated students can register for up to 18

credits within the College's credit limit policies, such as limitations within academic warning, academic dismissal, developmental education and part-time only programs. Students who have been dismissed can enroll in 1 through 11.5 credits per semester. Non-matriculated students are not eligible for financial aid.

Non-matriculated students must apply for admission or readmission to continue in a program and are required to follow the curriculum requirements for the term of application. Some programs may no longer be offered by the time of readmittance. Students who have previously attended Suffolk and were academically dismissed, must see a Campus Associate Dean of Academic Affairs for evaluation of readmitting into a program.

## **II. Rationale**

The purpose of this Policy revision is to provide clear information to students regarding their matriculation status and matriculation policies/procedures, to support student success.

## **III. Scope and Applicability**

This Policy governs the management and execution of the matriculation policy college-wide.

## **IV. Responsible Office/Executive**

The Office of Academic Affairs has responsibility for the review of this Policy. The Campus Office of Academic Affairs has responsibility for the implementation of this Policy. Individuals with questions about this Policy should contact the Campus Office of Academic Affairs for more information.

## **V. Definitions**

A "matriculated" student is a student who has been admitted into a degree or certificate program at Suffolk County Community College.

A "non-matriculated" student is a student who is enrolled in course(s) at Suffolk County Community College but who has not been admitted to a degree or certificate program or who has lost matriculation status.

Students are considered in "good academic standing" unless they have been academically dismissed and their matriculation status has been rescinded.

## **VI. Related Administrative Procedures**

N/A

## **VII. Cross-References**

- [Academic Standing](#) (including Academic Warning and Academic Dismissal)
- [Readmission](#)
- [Summer Session Credit Limit](#)

## **VIII. References**

## **IX. History / Revision Dates**

Adoption Date: September 9, 2019 (President's Cabinet)  
Revised: March 3, 2025 (President's Cabinet)