

Types of Admission Holds and How to Resolve Them

Missing Document Hold	Documentation Required	Send documentation to attention of:
High school transcript(s)	<ul style="list-style-type: none"> Official high school transcript must be sent from the high school directly to TSC Official GED transcript must be sent from GED Testing Service (in Florida) or the Department of Education 	Admissions and Records Tallahassee State College 444 Appleyard Drive Tallahassee, FL 32304
College transcript(s)	Official college/university transcripts	Admissions and Records Tallahassee State College 444 Appleyard Drive Tallahassee, FL 32304
Test scores	Official score reports from: ACT (www.actstudent.org) SAT (www.collegeboard.com) PERT – Contact the institution where the test was taken and have them send an official score report to the TSC Testing Center.	Testing Center Tallahassee State College 444 Appleyard Drive Tallahassee, FL 32304
Residency	Documentation required depends on who is identified as the claimant when the residency portion of the application is completed. For more details, see the <i>Additional Documents</i> section of Florida Residency for Tuition Purposes located at the following link: https://www.tsc.fl.edu/academics/student-records-registrar--admin-needs/residency/	Admissions and Records Tallahassee State College 444 Appleyard Drive Tallahassee, FL 32304
Disciplinary	Provide a Conduct Disclosure Statement. We ask that you provide details of any educational misconduct or criminal history. <i>This is required if you checked 'yes' to either of the disciplinary history questions on the admission application.</i>	Online at: https://cm.maxient.com/reporting-form.php?TallahasseeCC&layout_id=2

Developmental Education Information:

Every new TSC student's first course enrollment depends on their previous academic background and degree intent. Students who started the 9th grade in 2003 or after at a Florida Public High School and then graduated from a Florida Public High School with a standard diploma, or are active military, may choose not to complete placement assessments and begin courses in college level English and mathematics.

All other degree-seeking students will need to take or provide scores from previously taken assessments for placement in English and math courses. Proof of completed college-level courses in math and English may be substituted for portions of the assessment.

Or, if you have taken the ACT, SAT and/or PERT within the last two years and obtained satisfactory scores you may waive assessment in those skill areas. Please have official test score reports sent directly to the TSC Testing Center.