



Student Development Procedure

Procedure Number: 230P

Responsible Office: Academic Affairs

Forms: N/A

Effective Date: 8/23/24

Date Last Reviewed: 08/23/24

1. Purpose

Enforcement of VCCS Policy 6.4.0.3 at NOVA requires curricular students to enroll in SDV within their first semester of attendance unless they meet the exemptions outlined below.

2. Definitions

Curricular Student: any student placed in a degree or certificate at NOVA.

Non-curricular Student: a student who takes individual classes without planning to earn a degree or certificate.

3. Procedure

Curricular students who have already completed an equivalent student development course or an associate degree or bachelor's degree at a regionally accredited institution do not need to take SDV 100 or 101. These students will, however, need to complete the *transcript evaluation process* to use this exemption to earn their NOVA degree or certificate (if SDV 100 or 101 is required for the program).

While the formal evaluation is pending, curricular students may work with an *academic advisor* or complete *Course Prerequisite Waiver Form 125-041* to have their unofficial transcripts, which should indicate completion of the SDV-equivalent course with a grade C or higher, reviewed for a temporary waiver.

Students who enter NOVA with advanced study skills and knowledge of college processes but who do not meet the requirements for a waiver outlined above may be able to take the SDV ABLÉ exam. See the current Credit for Prior Learning manual for more information.