**Bluegrass Community and Technical College (BCTC) PLC Product**

**Abstract**

The Bluegrass Community and Technical College PLC conducted a review of their current intake and testing process in order to determine if BCTC was best meeting the needs of their students. PLC members wanted to make sure that the process was both effective and efficient. The BCTC PLC product consists of two components: 1) an overview of the review process, and 2) the enhanced intake and testing process. All materials needed to replicate the review process are included.

**Materials Included for Replication Purposes**

Intake and Testing Review Process Chart

Blank Intake and Testing Process Map (macro-enabled for data entry)

Student Intake and Testing Survey

Survey Data Analysis Form (Excel – formulas included)

BCTC PLC Product Rubric

Example – BCTC Intake and Testing Process Initial Review

Example – BCTC Intake and Testing Process Revised