



# HOUSATONIC COMMUNITY COLLEGE

900 Lafayette Boulevard · Bridgeport, CT 06604-4704  
[www.housatonic.edu](http://www.housatonic.edu)

A Member of the Connecticut Community College System

## Application for Admission

This application is to be used by a NEW - DEGREE AND CERTIFICATE or NON-DEGREE applicant who intends to enroll as a full-time or part-time student.

### NEW DEGREE AND CERTIFICATE STUDENT

A new Degree and/or Certificate applicant is an individual who has never attended Housatonic Community College and wishes to enroll in a degree or certificate program, a NEW-DEGREE AND CERTIFICATE applicant must:

- Complete all pages of the application and return it, along with a non-refundable \$20 application fee, to the Housatonic Community College Admissions Office (Please make check or money order payable to Housatonic Community College). **NOTE: All First-time applicants for any semester must pay a non-refundable \$20 application fee.**
- Please check your anticipated Status  **Part-time** (11 credits or fewer credits)  **Full-time** (12 or more credits)
- Students who have attended other Connecticut Community Colleges do not have to pay the \$20 application fee.
- Have your high school transcript or diploma or GED results and transcripts from any other college(s) attended sent to the Admissions Office. **THIS IS THE APPLICANT'S RESPONSIBILITY.**
- Proof of immunization: Beginning August 1, 2010, all incoming freshman will be required to show two (2) proofs of immunity to measles, mumps, rubella and varicella (MMRV). For more information refer to the College catalog and Student Handbook, applicant checklist, or call Health Records at (203) 332-5062.
- Provide proof of proficiency in English and Math, or take the college placement test.

Note: Satisfactory completion of college level English and Mathematics course work may result in waiving the need for an applicant to take the Accuplacer Placement Test normally administered to incoming students. Please check with the Admissions Office regarding these test waiver qualifications.

### NON-DEGREE STUDENT

A Non-Degree applicant is an individual who does not intend to enroll in a degree or certificate program at this time. Please Note: All Non-Degree Students are part-time and limited to no more than 11 credit hours per semester (Non-Degree students are **NOT** eligible for federally funded financial aid, they need to enter in a Degree or Certificate Program.) NON-DEGREE STUDENTS: Please see criteria below:

- Complete all pages of the application, indicating a curriculum code choice of EZ99 (Non-Degree Student), and return it with a non-refundable \$20 application fee. (A student who is readmitting as a Non-Degree Student needs to fill out a Pink Re-Admit application).
- ESL students not enrolled in a degree or certificate program and only taking an ESL course, indicate a curriculum code of EZ99 (Non-Degree Student).
- Non-Degree Students cannot take English or Math courses without completion of the placement tests, proof of college level proficiency or other test waivers (ACT, SAT, AP).

### SPECIAL NOTE

- Social Security Number: Disclosure of the number is requested.
- Home-schooled students must contact the Admissions Office prior to being enrolled.



# HOUSATONIC COMMUNITY COLLEGE

For Office only	Date _____
Banner ID @	_____
Entered By	_____
Application fee Check #	_____
Application fee Waived:	_____

## APPLICATION FOR ADMISSION

**Applicant's Legal Name** \_\_\_\_\_  
 (Last) (First) (Middle)

**Former Last Name(s)** \_\_\_\_\_  
 - - / /  
 (Social Security Number) (Date of Birth) (Gender: M/F)

(Social Security Number is requested for purposes of financial aid, Federal income tax benefits, the provision of some College services, accuracy of student records and other business purposes.)

**Mailing Address** \_\_\_\_\_  
 Street City State Zip

**Permanent Address** \_\_\_\_\_  
 Street City State Zip

**Telephone** \_\_\_\_\_  
 Home Work Cell

**E-mail** \_\_\_\_\_  
 (used for correspondence from the College)

**Have you ever attended this college?**  Yes  No If yes, when? \_\_\_\_\_

**Have you previously attended a CT Community College?**  Yes  No If yes, where? \_\_\_\_\_

**For which semester are you applying?**  Fall (Sept-Dec)  Spring (Jan-May)  Winter (Dec-Jan)  Summer (Jun-Jul) Year \_\_\_\_\_

### CITIZENSHIP

Are you a United States citizen?  Yes  No If no, are you a Permanent Resident? (Green Card holder)  Yes  No

### ETHNICITY/ RACE

Please provide the following ethnicity and race data. This information is requested on a Voluntary basis by the U.S. Department of Education, National Center for Education Statistics. Your answer will not affect admission to or registration in the college.

Do you consider yourself to be Hispanic/Latino?  Yes  No

What is your race? Select one or more:

- White(10)  Black or African American(20)  Asian(45)  American Indian or Alaskan Native(50)  
 Native Hawaiian or Other Pacific Islander(80)  Other(90)

### FAMILY EDUCATIONAL BACKGROUND

Do either of your parents hold a Bachelor's Degree (4-year College Degree) or higher?  Yes  No

### MILITARY STATUS

Are you currently on active duty with the U.S. armed forces?  Yes  No (ACTD)

Are you currently a member of the National Guard or Reserve?  Yes  No (NGRE)

Have you ever served in the U.S. armed forces?  Yes  No (VET1)

Are you a dependent of a member of the U.S. armed forces?  Yes  No (VETD)

If you answered "Yes" to any of these questions you may be entitled to benefits and you should meet with the College's Veterans Certifying Official (VCO).

### IN-STATE TUITION

1. I am eligible for in-state tuition because I have continuously resided in Connecticut for at least one year and Connecticut is my permanent home. \_\_\_\_\_ Yes \_\_\_\_\_ No

2. Even though I answered "No" to the question above, I claim and can demonstrate through documentation that I am eligible for in-state tuition. \_\_\_\_\_ Yes \_\_\_\_\_ No

Out-of-state students may be eligible for a reduced tuition rate through the NEBHE program. For details, see the college catalog or website.

3. \_\_\_ Check here if applying under the New England Regional Student program (NEBHE).

If you answered "Yes" to question #2 or checked question #3, you must submit a "Declaration of Eligibility for In-State or NEBHE Tuition" for review and determination of eligibility.

**DEGREE STATUS**

In which Degree/Certificate program are you planning to enroll? \_\_\_\_\_

Use list of majors/codes on back of application.

Please write major name and code above.

**HIGHEST DEGREE LEVEL (check one only)**

- No High School Diploma or GED (01)
- Undergraduate Certificate (05)
- Master's Degree (09)
- First Professional Degree (JD, MD, DDS, LLB) (12)
- High School Diploma or GED (02)
- Associate's Degree (07)
- Other Advanced Degree (10)
- Sixth-Year Certificate (13)
- Some College (06)
- Bachelor's Degree (08)
- Doctoral Degree (11)

**EDUCATIONAL GOALS**

- Certificate (credit) (CT)
- Associate's Degree (DG)
- Developmental (College Preparation) Education (DV)
- Fulfill other college's requirement (AC)
- Transfer with an Associate's Degree (DT)
- Transfer without an Associate's Degree (DN)
- Job Preparation/Retraining Course (JB)
- Personal Development Course(s) (PD)
- Improve English Skills/Proficiency (ES)
- Job Promotion (JP)
- Unsure at this time (UN)
- Other Goal (NL) \_\_\_\_\_

**ACADEMIC BACKGROUND**

Do you have a High School Diploma?  Yes  No  Pending Graduation Year \_\_\_\_\_

Name of High School \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_

Do you have a General Equivalency Diploma (GED)?  Yes  No Year \_\_\_\_\_ GED Number \_\_\_\_\_ Town/State \_\_\_\_\_

Do you have an Adult High School Diploma?  Yes  No Graduation Year \_\_\_\_\_ Town/State \_\_\_\_\_

Do you have a Home School Diploma?  Yes  No Graduation Year \_\_\_\_\_ Town/State \_\_\_\_\_

Have you participated in the High School Partnership Program through the CT Community Colleges?  Yes  No

Have you participated in the College Career Pathways/Tech Prep Program through the CT Community Colleges?  Yes  No

**PREVIOUS COLLEGE BACKGROUND**

College/University Name	State	Dates of Attendance	Graduation Date	Degree Awarded

**INTERNATIONAL STUDENT INFORMATION**

Are you an International Student who needs an I-20 form for an F1 Visa?  Yes  No

Other Visa Holder (indicate type) \_\_\_\_\_ Visa Admission Number \_\_\_\_\_

Visa Start Date \_\_\_\_\_ Visa End Date \_\_\_\_\_

International Address \_\_\_\_\_

**EMPLOYMENT INFORMATION**

Employed Full Time  Employed Part-time  Unemployed

Name of Employer \_\_\_\_\_ Address of Employer \_\_\_\_\_

Title/Position \_\_\_\_\_ Does your Employer have a Tuition Reimbursement Program?  Yes  No

**E-MAIL COMMUNICATIONS**

I request the College forward to me at the e-mail address I have provided all correspondence, including personally identifiable information pertaining to me from College records that are protected by FERPA.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**CONSENT FOR THE DISCLOSURE OF EDUCATION RECORDS**

I understand that to maintain accurate student records, including the records pertaining to my attendance at the College, and for other necessary business purposes, the College may need to release or provide access to personally identifiable information in its records pertaining to me to another College in the Community College System or to the System's administrative office. Accordingly, I hereby authorize the College to release or allow access to such information to those indicated for the purposes described.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I certify with my signature below that I am the applicant and that the information I have provided above is accurate. If admitted, I pledge to comply in good faith with all the rules and regulations of the College. I realize that any misleading information provided by me on this application may be cause for dismissal. I understand that information collected in this application is for reporting purposes only and will not be used in the selection process for admission.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature (if under 18) \_\_\_\_\_ Date \_\_\_\_\_

**Programs Designated With Asterisks (\*\*) Have Special Admission Requirements**

HCC DEGREE PROGRAMS	Degree Code	Primary Code	Dept. Code
<b>Accounting</b>	AS	EA03	0028
Accounting- Small Business Option.	AS	EA61	0028
<b>Aviation Maintenance</b>	AS	EA30	0130
<b>Banking</b>	AS	EF08	0028
<b>Business Administration Programs</b>			
General	AS	EA67	0028
Customer Service/Marketing Option	AS	EB55	0028
Finance Option	AS	EA56	0028
Global Business Option	AS	EA65	0028
Human Resource Management Option	AS	EB56	0028
Management Option	AS	EA60	0028
Small Business Management Option	AS	EA89	0028
UConn-Stamford/Waterbury Transfer Program	AS	EA67	0028
<b>Business Office Technology Programs</b>			
Executive Assistant Option	AS	EB18	0028
<b>College Of Technology Pathway Programs</b>			
Engineering Science Option	AS	EB16	0130
Technological Studies Option	AS	EF11	0130
Technology Studies: Electrical Option	AS	EF06	0130
Technology Studies: Industrial Tech.Option	AS	EF19	0130
<b>Computer Information Systems</b>	AS	EB60	0028
<b>Criminal Justice</b>	AS	EB13	0019
<b>Early Childhood Inclusive Education</b>	AS	EA99	0019
<b>Fine Arts: Art</b>	AA	EB20	0108
<b>General Studies</b>	AS	EB30	0096
<b>Graphic Design</b>	AS	EB33	0108
Multimedia Option	AS	EB70	0108
<b>Human Services</b>	AS	EB35	0019
<b>Liberal Arts &amp; Sciences</b>			
Humanities/Behavioral & Social Sciences	AA	EB45	0019
Journalism/Communication Concentration	AA	EB46	0108
Mathematics/Science Concentration	AA	EB42	0130
Pre-Engineering Science Concentration	AA	EB47	0130
Pre-Environmental Science Concentration	AA	EB48	0130
<b>Non-Degree/Non-Matriculated</b>	0000	EZ99	0000
<b>Medical Assisting</b>	AS	EA10	0130
<b>Nursing**</b>	AS	EB30	0130
<b>Occupational Therapy Assistant**</b>	AS	EA77	0130
<b>Paramedic Studies</b>	AS	EA12	0130
<b>Pathway to Teaching Careers</b>	AA	EC35	0019
<b>Theater Arts</b>	AA	EB61	0108

\*\* Special Admissions Requirements

Please let us know the source(s) of information that led to your decision to attend HCC by checking the boxes below:

- HCC Admissions Representative
- High School Guidance Counselor
- Family (parents, siblings, cousins, etc.)
- Social Media, specify \_\_\_\_\_
- Connecticut Post
- Town/Neighborhood Newspaper
- Spanish-Language Newspaper
- English Radio, provide station \_\_\_\_\_
- Spanish-Language Radio
- Bus Ads
- Billboard
- Other, please specify \_\_\_\_\_

HCC CERTIFICATE PROGRAMS	Degree Code	Primary Code	Dept. Code
<b>Business Certificates</b>			
Admin. Support Assistant	CERT	EJ09	0028
Retail Banking	CERT	EK04	0028
Small Business Management/ Entrepreneurship	CERT	EK05	0028
<b>Computer Information Certificates</b>			
PC Applications	CERT	EJ01	0028
Personal Computer Repair Technology	CERT	EJ02	0028
Web Design Technology	CERT	EK07	0028
<b>Criminal Justice Certificates</b>			
Corrections	CERT	EJ62	0019
Criminal Investigation	CERT	EJ61	0019
Police Management & Administration	CERT	EJ06	0019
<b>Early Childhood Education Certificates</b>			
Early Childhood Education	CERT	EJ89	0019
Early Childhood Education Administrator	CERT	EJ79	0019
Infant/Toddler	CERT	EJ07	0019
Child Development Associate Preparation	0000	EJ73	0019
<b>ESL Certificates</b>			
Advance English Proficiency	CERT	EJ03	0069
<b>Graphics Certificates</b>			
Graphic Design	CERT	EJ91	0108
Web Design Graphic Foundation	CERT	EK06	0108
<b>Health Careers Certificates</b>			
Health Careers Pathways	CERT	EK55	0130
<b>Human Services Certificates</b>			
Behavioral Healthcare - Track I	CERT	EJ67	0019
Behavioral Healthcare - Track II	CERT	EJ68	0019
Child & Youth Mental Health	CERT	EJ71	0019
Disabilities Specialist	CERT	EJ72	0019
<b>Manufacturing Certificate</b>			
Advanced MFG: Machine Technology	CERT	EK60	0130
<b>Math/Science Certificates</b>			
Electrical	CERT	EN12	0130
<b>Theater Arts</b>			
Performance Track	CERT	EJ08	0108

**APPLICANT CHECKLIST**

HAVE YOU...

- \_\_\_ Turned in the non-refundable \$20.00 check or money order application fee?
- \_\_\_ Picked a degree or certificate program? (non-degree students DO NOT qualify for financial aid)
- \_\_\_ Provided two (2) proofs of immunity to measles/mumps/rubella/varicella (MMRV)?  
Exemptions \*born before January 1, 1957  
\*Taking online classes only  
\*Part-time and not matriculated
- \_\_\_ For more information call Health Records at (203) 332-5062
- \_\_\_ Provided copy of High School Diploma or Transcript and/or GED?
- \_\_\_ Contacted Financial Aid Office for a Financial Aid Application?  
Call 332-5047 (at least 6 to 8 weeks prior to 1<sup>st</sup> day of classes) or via the FAFSA web site at [www.fafsa.gov](http://www.fafsa.gov)
- \_\_\_ Provided proof of citizenship/residency/passport if applicable?  
Visa applicants are required to pay out of state fees.
- \_\_\_ Visited Admissions Office to request evaluation for college credit?

If you are interested in transfer credit, please have all official college transcripts sent to the Admissions Office. Transcripts must be received before being advised. All foreign College transcripts MUST be evaluated first by a Foreign Credentials Agency and sent to the Admissions Office. Additional information is available in the Admissions Office