

## APPLICATION FOR ADMISSION

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

- Find the applicant type that best describes you, then follow the remaining steps to enroll at HCC.
- In order to complete your application file and register for courses, you must submit all required documents.
- Disclosure of your social security number is requested.
- Home-schooled students must contact the Admissions Office prior to being enrolled.
- If you were born before 1/1/1957 you do not have to provide proof of MMRV.
- You can also apply online at **[www.housatonic.edu](http://www.housatonic.edu)**.

### New Degree and Certificate Seeking Applicant

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.

Please check your anticipated status:  Part-time (11 credits or fewer)  Full-time (12 credits or more)

#### APPLICATION

Complete all pages of the application, and return it with a non-refundable \$20 application fee to the Housatonic Community College Admissions Office. Please make checks or money orders payable to Housatonic Community College. Students who have attended other Connecticut Community Colleges do not have to pay the \$20 application fee.

#### TRANSCRIPTS

A high school transcript, diploma, or GED results must be sent to the Admissions Office along with transcripts from any other college(s) the applicant has attended. THIS IS THE APPLICANT'S RESPONSIBILITY.

#### PROOF OF IMMUNIZATION

All incoming freshmen are 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.

#### PROOF OF PROFICIENCY

Provide proof of proficiency in English and math, or take the college placement test. 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.

### New Non-Degree Seeking Applicant

A non-degree applicant is an individual who does not intend to enroll in a degree or certificate program.

**Please Note: If you do not enter a degree or certificate program you are NOT eligible for federally funded financial aid. All non-degree students are part-time and limited to no more than 11 credit hours per semester.**

#### APPLICATION

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 readmit application). For 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).

#### PROOF OF PROFICIENCY (if applicable)

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).



# APPLICATION for ADMISSION

## CONTACT INFORMATION

|                        |                   |   |            |        |                           |   |
|------------------------|-------------------|---|------------|--------|---------------------------|---|
| Legal Last Name        |                   | Legal First Name  |            | Middle | Previous Maiden/Last Name |   |
| Social Security Number |                   | (Social security number requested for purposes of financial aid, federal income tax benefits, provision of some college services, accuracy of student records and other business purposes.) |            |        | Date of Birth             |   |
|                        |                   |   |            |        | (MM)   (DD)   (Year)      | Gender<br><input type="checkbox"/> M <input type="checkbox"/> F |
| Email                  |                   |   |            |        |                           |   |
|                        |                   |   |            |        |                           |   |
| Mailing Address        | Number & Street   |   | Apt. #     | City   |                           | State   Zip   |
|                        | Permanent Address |   | Apt. #     | City   |                           | State   Zip   |
| Phone Numbers          | Cell Phone        |   | Home Phone |        | Work Phone                |   |
|                        | ( ) -             | ( ) -   | ( ) -      |        |                           |   |

## ATTENDANCE & APPLYING

Have you previously attended this college?

Yes  No

If yes, when?

Have you previously attended a CT Community College?

Yes  No

If yes, where?

Are you transferring from another college?

Yes  No

For which semester are you applying?

Fall (Aug-Dec)

Spring (Jan-May)

Winter (Dec-Jan)

Summer (May-Aug)

Summer continuing into fall

Year

## FAMILY EDUCATIONAL BACKGROUND

Check the category that applies to your parent(s) or guardian(s):

Neither attended college

One or both attended college but did not earn a degree

One or both earned an associate degree

One or both earned a bachelor's degree or higher

## ETHNICITY/RACE

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)

American Indian or Alaskan Native (50)

Black or African American (20)

Native Hawaiian or Other Pacific Islander (80)

Asian (45)

## CITIZENSHIP

Are you a United States citizen?

Yes  No

If no, are you a permanent resident? (green card holder)

Yes  No

## IN-STATE TUITION

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

1. Are you eligible for in-state tuition because you have continuously resided in Connecticut for at least one year and Connecticut is your permanent home?

Yes  No

2. If "No," can you claim and demonstrate through documentation that you are eligible for in-state tuition?

Yes  No

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

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.

## MILITARY STATUS

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

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

Have you ever served in the U.S. Armed Forces? (VETI)  Yes  No

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

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

Received Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Student Type \_\_\_\_\_

Application Fee Paid  Yes  No

Credit/Debit Card

BANNER@ \_\_\_\_\_

Entered By \_\_\_\_\_

Cash \_\_\_\_\_ Check # \_\_\_\_\_

Admit Type \_\_\_\_\_

Entered Date \_\_\_\_/\_\_\_\_/\_\_\_\_

Money Order \_\_\_\_\_ Waived \_\_\_\_\_

Exp. Date \_\_\_\_/\_\_\_\_/\_\_\_\_

FOR OFFICE USE ONLY

## EDUCATIONAL GOAL

Check only one

- |  |  |
|--|--|
| <input type="checkbox"/> Developmental (college prep) education (DV) | <input type="checkbox"/> Earn associate degree, then transfer (DT) |
| <input type="checkbox"/> English skills (ESL) (ES)                   | <input type="checkbox"/> Personal development course(s) (PD)       |
| <input type="checkbox"/> Certificate - undergrad credit (CT)         | <input type="checkbox"/> Job preparation/retraining course (JB)    |
| <input type="checkbox"/> Fulfill other college's requirement (AC)    | <input type="checkbox"/> Job promotion (JP)                        |
| <input type="checkbox"/> Transfer without an associate degree (DN)   | <input type="checkbox"/> Unsure at this time (UN)                  |
| <input type="checkbox"/> Associate degree (DG)                       | <input type="checkbox"/> Goal not listed (NL)                      |

## PREVIOUS COLLEGES ATTENDED

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

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

|                         |                 |                |
|-------------------------|-----------------|----------------|
| 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 Start Date |
| Visa Admission Number             | Visa End Date   |
| International Address             |                 |

## COMMUNICATION & CONSENT

### Email Communications

I request the college forward me any initial correspondence to the email address I have provided, including personally identifiable information pertaining to me from college records protected by FERPA.

### 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 CT 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 |
|-----------|

## INTENDED PROGRAM OF STUDY

In which degree/certificate program do you plan to enroll? (use attached list)

|                            |      |
|----------------------------|------|
| Primary Major              | Code |
| Secondary Major (optional) | Code |

## HIGHEST EDUCATIONAL LEVEL ACHIEVED

Check only one

- |   |  |
|---|--|
| <input type="checkbox"/> No high school diploma or GED (01) | <input type="checkbox"/> Master's degree (09)                              |
| <input type="checkbox"/> High school diploma or GED (02)    | <input type="checkbox"/> Other advanced degree (10)                        |
| <input type="checkbox"/> Some college (06)                  | <input type="checkbox"/> Doctoral degree (11)                              |
| <input type="checkbox"/> Undergraduate certificate (05)     | <input type="checkbox"/> First professional degree (JD, MD, DDS, LLB) (12) |
| <input type="checkbox"/> Associate degree (07)              | <input type="checkbox"/> Sixth-Year certificate (13)                       |
| <input type="checkbox"/> Bachelor's degree (08)             |  |

## ACADEMIC BACKGROUND

Do you have a high school diploma?

- Yes  No  Pending

|                     |         |      |
|---------------------|---------|------|
| Name of High School |         |      |
| City/State          | Country | Year |

Have you passed the high school equivalency exam GED, TASC, HiSET? (070997)

Yes  No

|      |            |
|------|------------|
| Year | Town/State |
|------|------------|

Are you a home school graduate? (100001)

Yes  No

|           |            |
|-----------|------------|
| Grad Year | Town/State |
|-----------|------------|

**Please submit a copy of your final official high school transcript or equivalency credential.**

Have you participated in the High School Partnership Program through the CT Community Colleges?

- Yes  No

Have you taken courses at your high school and earned college credit? (concurrent enrollment)

- Yes  No

|           |
|-----------|
| Signature |
|-----------|

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.

|   |      |
|---|------|
| Signature                               | Date |
| Parent/Guardian Signature (if under 18) | Date |

| 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       |
| Marketing Option                                      | AS          | EB55         | 0028       |
| Finance Option  | AS          | EA56         | 0028       |
| Global Business Option                                | AS          | EA65         | 0028       |
| Human Resource Mgmt Option                            | AS          | EB56         | 0028       |
| Management Option                                     | AS          | EA60         | 0028       |
| Small Business Mgmt 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       |
| <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>                    |             |              |            |
| <b>Humanities/Behavioral &amp; Social Sciences</b>    | AA          | EB45         | 0019       |
| Journalism/Communication Concentration                | AA          | EB46         | 0108       |
| Mathematics/Science Concentration                     | AA          | EB42         | 0130       |
| <b>Non-Degree/Non-Matriculated</b>                    | 0000        | EZ99         | 0000       |
| <b>Medical Assisting</b>                              | AS          | EA10         | 0130       |
| <b>Paramedic Studies</b>                              | AS          | EA12         | 0130       |
| <b>Pathway to Teaching Careers</b>                    | AA          | EC35         | 0019       |
| <b>Surgical Technology</b>                            | AA          | EA27         | 0130       |
| <b>Theater Arts</b>                                   | AA          | EB61         | 0108       |
| <i>** Program with special admission requirements</i> |             |              |            |

| HCC CERTIFICATE PROGRAMS                      | Degree Code | Primary Code | Dept. Code |
|---|-------------|--------------|------------|
| <b>Business Certificates</b>                  |             |              |            |
| Administrative Support Assistant              | CERT        | EJ09         | 0028       |
| Retail Banking                                | CERT        | EK04         | 0028       |
| Small Business Mgmt/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       |

| CSCU PATHWAY TRANSFER DEGREES                      | Degree Code | Primary Code | Dept. Code |
|--|-------------|--------------|------------|
| <b>Arts</b>  | AA          | EG21         | 0108       |
| <b>Biology Studies</b>                             | AA          | EG01         | 0130       |
| <b>Business</b>                                    | AA          | EG12         | 0028       |
| <b>Chemistry Studies</b>                           | AA          | EG02         | 0130       |
| <b>Communication Studies</b>                       | AA          | EG03         | 0108       |
| <b>Computer Science</b>                            | AA          | EG13         | 0028       |
| <b>Criminology Studies</b>                         | AA          | EG04         | 0019       |
| <b>Early Childhood Teaching Credential Studies</b> | AA          | EG14         | 0019       |
| <b>English Studies</b>                             | AA          | EG05         | 0108       |
| <b>French</b>                                      | AA          | EG16         | 0108       |
| <b>History Studies</b>                             | AA          | EG06         | 0019       |

| CSCU PATHWAY TRANSFER DEGREES (cont.) | Degree Code | Primary Code | Dept. Code |
|---------------------------------------|-------------|--------------|------------|
| <b>Italian</b>                        | AA          | EG18         | 0108       |
| <b>Mathematics Studies</b>            | AA          | EG07         | 0130       |
| <b>Physics</b>                        | AA          | EG19         | 0130       |
| <b>Political Science Studies</b>      | AA          | EG08         | 0019       |
| <b>Psychology Studies</b>             | AA          | EG09         | 0019       |
| <b>Social Work Studies</b>            | AA          | EG10         | 0019       |
| <b>Sociology Studies</b>              | AA          | EG11         | 0019       |
| <b>Spanish</b>                        | AA          | EG20         | 0108       |
| <b>Theater</b>                        | AA          | EG22         | 0108       |