

MANCHESTER COMMUNITY COLLEGE

1066 Front Street, Manchester, NH 03102 P: (603) 206-8100 F: (603) 206-8275 mccnh.edu

Application for Admission (please use black ink)

GENERAL INFORMATION

Social Security Number _____ - _____ - _____ Date of Birth _____

First Name _____ Middle Name _____ Last Name _____

Gender Male Female

Former Names (*i.e. maiden name*) listed on school records _____

Street Address _____

City _____ State _____ Zip Code _____

Mailing Address (*if different from above*) _____

City _____ State _____ Zip Code _____

Email Address _____

Home Phone _____ Cell Phone _____ Work Phone _____

Opt out of MCC Academic Text Notifications?

Are you a U.S. Citizen? Yes No If No, are you a permanent resident? Yes No

If you are not a legal resident, what is your current visa status? _____

Ethnicity (*Optional*): White, Non-Hispanic Black, Non-Hispanic Asian American Indian/Alaskan Hispanic

Emergency Contact Information

First Name _____ Last Name _____ Relationship _____

Home Phone _____ Work Phone _____ Cell Phone _____

HIGH SCHOOL LAST ATTENDED

School Name _____ City _____ State _____

Date of Graduation _____ Or Year of G.E.D./HiSET Award _____

I certify that I have graduated or will graduate from high school or have received the equivalent of a high school diploma (e.g., accredited alternative diploma program, HiSET or GET) by the start date of the semester for which I am applying. I understand that if I provide false information about graduation from high school or equivalent, I may be required to return any Title IV financial aid funds I receive. Falsification of records could also result in disciplinary action from the college, including expulsion.

Transcripts may be used in course placement, and specific academic programs may require submission of high school transcripts, including for proof of successful completion of specific courses; therefore, students are encouraged to submit transcripts in order to be accurately placed into college courses.

COLLEGES PREVIOUSLY ATTENDED (*list all colleges you have attended*)

School Name	City	State	Dates Attended

ACADEMIC PROGRAM

Which program are you applying for? (See list of programs at mccnh.edu/academics/programs)

Are you planning on completion of Associate Degree Certificate Professional Certificate

Which semester will you begin? Fall (Aug. - Dec.) Spring (Jan. - May) Summer (May - Aug.) Year _____

I intend to register as Full-time (12 or more credits) Part-time (less than 12 credits)

Applicant Status 1st time Freshman Transfer Previous MCC student: Last semester attended? _____

DUAL ADMISSIONS PROGRAM

I am interested in the Dual Admission Program between Manchester Community College and the University System of New Hampshire (you may select more than one)

- Granite State College Keene State College
 Plymouth State University University of New Hampshire
 University of New Hampshire - Manchester

VETERANS

Are you eligible for Veteran's Education Benefits? Yes No

Are you eligible for National Guard Education Assistance Programs? Yes No

Are you applying for Survivor's and Dependents' of Veterans Education Assistance? Yes No

NEW HAMPSHIRE RESIDENCE INFORMATION

I have always lived in New Hampshire Yes No

If No, what month and year did you move to NH _____ - _____

Current state of residence if not New Hampshire _____

TO BE SIGNED BY ALL APPLICANTS

The information provided by the applicant on this admission application form shall be held confidential to the extent determined by Federal Law and College policy. Manchester Community College reserves the right to deny admission to any applicant who, in the judgment of the college officials, does not qualify for admission. The College also reserves the right to require withdrawal of any student who does not satisfy the ideals of citizenship, character, or scholarship.

In accordance with the terms and conditions set forth in its publications, and if accepted to abide by the rules and regulations set forth in the publications and in the Student Handbook, I also agree that the College has permissions to use any College sponsored pictures in which any likeness appears.

I certify that I have read and agree with the above, and that all information provided herein is true and complete.

Signature of Applicant _____ Date _____

For compliance purposes, the Community College System of New Hampshire and its Colleges collect names and social security numbers from all students attending the college. For example, the Internal Revenue Code requires the college to produce a 1098-T tax form. The college's use of social security numbers will be limited to legitimate educational purposes. The college will ensure the security of the student's social security number and will not disclose it to anyone outside the college, except as authorized by federal or state laws or applicable policies.

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Admissions Checklist

(Please use as a guide while applying to the college.)

Please note all requirements for admission must be received by the **Office of Admissions** prior to being admitted into the college. Students with incomplete applications may register for classes as non-matriculating students. Non-matriculating students are not eligible for federal financial aid.

Complete an Online Admissions Application

Go to mccnh.edu/application to complete a free application for admission.

Submit your Official High School Transcript

Specific academic programs may require submission of high school transcripts or proof of certain courses taken. Students are encouraged to submit high school transcripts in order to be accurately placed into college courses.

If you have earned prior college credits and wish to transfer credits into MCC, provide an official college transcript from all colleges attended (must be in sealed envelope directly from the college). It is not necessary to submit CCSNH college transcripts.

For program-specific admission requirements, please see reverse side.

Apply Online for Financial Aid

Complete the Free Application for Federal Student Aid (FAFSA) at www.fafsa.ed.gov

Take the Accuplacer Placement Test (if you have not submitted your high school transcript to Admissions)

Plan to take the Accuplacer placement assessment through the Academic Success Center, located in the Learning Commons at MCC or provide ACC, SAT or ACT scores if taken within the last 3 years.
(Test is approximately 2 hours.)

Register For Classes

Register for classes through your program advisor or visit the Academic Advising Center.
Visit mccnh.edu/academics/advisors for a list of Academic Advisors by program.

Pay for Classes

Visit mccnh.edu/services/payment/payment-options to find out what payment options are available to you.

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Program Specific Admission Requirements

If you are applying to one of the following programs of study, please complete the following:

Automotive Technology

Applicants are required to attend an information session for this program. Dates are available at: mccnh.edu/admissions/information-sessions. (Note: you will be required to provide a copy of your driving record from the DMV before a decision can be made about your application.)

Early Childhood Education and Teacher Education

Schedule an information session with Mark McGrath in the Office of Admissions at mcmcgrath@ccsnh.edu or (603) 206-8104.

Electrical Technology

Schedule an information session with Electrical Technology faculty by contacting Norm Carignan at ncarignan@ccsnh.edu or (603) 206-8192.

Health Science

If you are planning to apply to the Nursing program, it is strongly recommended that you submit your high school transcript at this time. Failure to do so may result in disqualification of your future Nursing application.

Graphic Design

Schedule an information session with Graphic Design faculty by contacting Joanne Jagodowski at jjagodowski@ccsnh.edu or (603) 206-8047.

Medical Assistant

Schedule an information session with Candice Spaulding at cspaulding@ccsnh.edu or at (603) 206-8023.

Nursing

Attend a mandatory Nursing Information Session.

Dates are available at mccnh.edu/admissions/information-sessions.

(*see Health Science recommendation if you are considering applying for Nursing)

Non-Discrimination Policy

Manchester Community College does not discriminate in the administration of its admissions and educational programs, activities, or employment practices on the basis of race, color, religion, national origin, age, sex, disability, veteran status, sexual orientation, or marital status. This statement is a reflection of the mission of the Community College System of New Hampshire and Manchester Community College and refers to, but is not limited to, the provisions of the following laws

1. Title VI and VII of the Civil Rights Act of 1964
2. The Age Discrimination Act of 1967 (ADEA)
3. Title IX of the Education Amendment of 1972
4. Section 504 of the Rehabilitation Act of 1973
5. The Americans with Disabilities Act of 1990 (ADA)
6. Section 402 of the Vietnam Era Veteran's Readjustment Assistance Act of 1974
7. NH Law Against Discrimination (RSA 354-A)

Inquiries regarding discrimination may be directed to the Vice President of Student Affairs, Manchester Community College at (603) 206-8000, to Sara A. Sawyer, Director of Human Resources for the Community College System of New Hampshire, 26 College Drive, Concord, NH 03301, (603) 271-6300. Inquiries may also be directed to the US Department of Education, Office of Civil Rights, J.W. McCormack Post Office and Courthouse, Room 701, 01-0061, Boston, MA, 02109-4557, (617) 223-9662, FAX (617) 223-9669, TDD (617) 223-9695, or Email OCR_Boston@ed.gov; the NH Commission for Human Rights, 2 Chennell Drive, Concord, NH 03301, (603) 271-2767, FAX (603) 271-6339; and/or the Equal Employment Opportunity Commission, JFK Federal Building, 475 Government Center, Boston, MA, 02203, (617) 565-3200 or 1-800-669-4000, FAX (617) 565-3196, TTY (617) 565-3204 or 1-800-669-6820.

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2020-2021 Financial Aid Process

Be sure to start this process at least 6 weeks before classes begin.

For more information, please visit our website at www.mccnh.edu/admissions/financial-aid

1. Apply for admission to the college.

Only students who have been **formally admitted** to an eligible program at the college are eligible for financial aid.

2. Create FSA ID at www.fafsa.ed.gov

This will enable you to electronically sign your FAFSA form. If you are under the age of 24, your parents will need to create an ID also.

3. File the 2020-2021 FAFSA at www.fafsa.ed.gov

The FAFSA is a form you complete in order to receive loans and grants. **You will need to know our school code: 002582.** Please be sure to electronically sign the FAFSA. If you are including your parents' income on the FAFSA, make sure one of your parents also signs it.

Using the 'IRS Retrieval Tool' to upload your taxes into your FAFSA form will help to speed up the processing of your forms.

4. FAFSA received

Your FAFSA form will be downloaded into our financial aid software within approximately **two weeks after you submit it.** We will inform you if additional information is needed. **Please respond to any requests as quickly as possible.**

5. Award Letter

Watch your mailbox for your Award Letter. This is a letter from the Financial Aid Office telling you how much and what kind of aid you are eligible for. You must sign and return this letter to accept your aid or you can choose to sign online through your Student Information System (SIS) ***You must be enrolled in 6 credits at the time of disbursement to be eligible for Federal Stafford Loans and 9 credits for Federal Perkins Loans, if eligible.***

NOTE: All students who are first time borrowers of loans must complete Entrance Online Counseling and must sign a Master Promissory Note. Completion of both are required to receive your loans. Please visit www.studentloans.gov to complete the process.