

MANCHESTER COMMUNITY COLLEGE

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

Application for Admission

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 _____

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) _____

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

Submit proof of successful high school completion or the equivalent. Please provide the office of admissions with one of the following:

- Official High School Transcript (must be in sealed envelope from the school)
- Official Home School Transcript with date of completion
- Original High School Diploma
- Official GED or HiSet Transcript

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).

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

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 advisor or visit the Academic Advising Center.

Pay for Classes

Find out what kind of tuition payment options you have at the Bursars office.

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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: www.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.)

Electrical Technology

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

Graphic Design

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

Health Information Management

1. Must complete the Accuplacer and place into College Comp (ENGL110M) and Topics in Applied College Mathematics (MATH145M) or better (waived if transfer credit in math and English awarded).
2. Following the Accuplacer, contact Jacqueline Poirier, College Counselor, at jpoirier@ccsnh.edu or (603) 206-8102 for an informational meeting to discuss Accuplacer course placement results (waived if above transfer credit award).

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.

Medical Assistant

Schedule an information session with the Program Coordinator, Professor Lori Vinci, at lvinci@ccsnh.edu or (603) 206-8021.

Nursing

Attend a **Nursing** Information Session. Dates are available at www.mccnh.edu/admissions/information-sessions.

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

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

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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2017-2018 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 2017-2018 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 will receive. Be sure to sign and return this letter to us within 14 days of receiving it. ***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: Students who are enrolled in 8-week modules will not receive loan proceeds until they are in the second 8-week module of each semester.

NOTE: ***All students taking out their first loan must complete Entrance Online Counseling and must sign a Master Promissory Note. Completions of both are required to receive financial aid. Please visit www.studentloans.gov to complete the process.***

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Degree & Certificate Programs Offered

MAJOR/PROGRAM INFORMATION - Please indicate your program of interest.

DEGREES

Art and Design

- Fine Arts
- Graphic Design
- Interior Design

Automotive Technology

- Automotive Technology

Business

- Accounting
- Business Communications
- Business Studies
- Facilities Management
- Management
- Marketing

Computer Science

- Computer Science
- Computer Science and Innovation
- Cybersecurity Investigations

Construction Technologies

- Electrical Technology
- HVAC
- Technical Studies
- Welding Technology

Education

- Early Childhood Education
- Teacher Education

Healthcare & Wellness

- Exercise Science
- Health Information Management
- Health Science
- Medical Assistant
- Nursing

Liberal Arts

- Behavioral Science
- English
- Liberal Arts
- Social Science

STEM (Science, Technology, Engineering, Mathematics)

- Advanced Manufacturing Technology
- Life Science
- Mathematics

CERTIFICATES

Art and Design

- Graphic Design
- Graphic Design for Web
- Graphic Illustration
- Interior Design

Automotive Technology

- Automotive Technology

Business

- Accounting
- Business Communications
- Human Resource Management
- Management
- Marketing
- Small Business Management

Computer Science

- Applied Data Analytics
- Graphic Design for Web
- Programming
- Web Programming

Construction Technologies

- Advanced HVAC
- Air Conditioning/Refrigeration
- Electrical Lineworker
- Electrical Technology
- Heating Services
- Welding Professional (Days)
- Welding Technology (Evenings)

Education

- Early Childhood Lead Teacher
- Early Childhood Professional
- Early Childhood Special Education
- Infant/Toddler Lead Teacher
- School Age Provider & Youth Coordinator
- School Age Special Education

Healthcare and Wellness

- Administrative Medical Assistant
- Direct Support Services
- Medical Coding Professional
- Personal Trainer
- Phlebotomy
- Substance Misuse Prevention

STEM (Science, Technology, Engineering, Mathematics)

- Applied Career Fundamentals for Advanced Manufacturing
- Applied Data Analytics
- Computer Aided Design
- Mechatronics
- Robotics