Application for Admission

APPLICATION PROCEDURES

Complete the application and review the transcript requirements section below. If transcripts are required, submit them with your application to: Harford Community College Admissions Office 401 Thomas Run Road Bel Air, MD 21015 Fax: 443-412-2169 Email: admissions@harford.edu

TRANSCRIPT REQUIREMENTS

New First-Time College Students
Official high school or GED transcripts are required if any of the following apply to your application:

- You are applying for financial aid.
- You are still enrolled in high school, or you have graduated within the last three years.
- Your academic goal is an associate degree or certificate.

New Transfer or College Graduate Students
Official college transcripts are required if any of the following apply to your application:

- You are applying for Veteran’s benefits.
- You are applying for financial aid.
- You want your previous college credits evaluated for transfer to HCC.
- You want to determine if you are exempt from the ACCUPLACER mathematics and/or English academic skills assessment requirements.

NON-U.S. CITIZENS

Harford Community College grants admission to students regardless of citizenship. To receive the appropriate tuition rate, students must submit documentation in person to the Admissions Office prior to the start of the semester verifying their immigration status. Students without valid immigration status will be charged the out-of-state tuition rate unless they are eligible for the MD Dream Act (SB 167). To determine what documentation is needed, students can check the Harford Community College website at www.harford.edu/admissions/international-students or call the Admissions Office at 443-412-2109.

STUDENTS UNDER AGE OF SIXTEEN

Students under the age of 16 must receive prior approval from the Director of Admissions to apply. Review the Under 16 Admissions Requirements at www.harford.edu/admissions or call the Office of Admissions at 443-412-2109.

DEFINITIONS FOR RACE

- White: A person having origins in any of the original peoples of Europe, the Middle East, or North Africa
- Black or African American: A person having origins in any of the black racial groups of Africa
- Asian: A person having origins in any of the original peoples of the Far East, Southeast Asia, or the Indian subcontinent including, for example, Cambodia, China, India, Japan, Korea, Malaysia, Pakistan, the Philippine Islands, Thailand, and Vietnam
- American Indian or Alaska Native: A person having origins in any of the original peoples of North and South America, including Central America, and who maintains cultural identification through tribal affiliation or community attachment
- Native Hawaiian or Other Pacific Islander: A person having origins in any of the original peoples of Hawaii, Guam, Samoa, or other Pacific Islands

RESIDENCY POLICY

A student residing within Maryland and/or Harford County must have maintained that residence for a period of not less than three months prior to the start of the semester in which enrolled. For complete residency and tuition classification information, contact the Registration and Records Office at 443-412-2222.

ENROLLMENT

Once the College has received and processed your application completely, an acceptance letter will be mailed to you along with information on ACCUPLACER (Mathematics/English assessment), program planning, and class registration.

The College reserves the right to award all degrees or certificates earned.

Harford Community College actively encourages the enrollment of all interested students, and supports the employment of all qualified persons, regardless of race, color, religion, sex, sexual orientation, national origin, age, disability or any other characteristics protected by law or policies and practices of Harford Community College. All applicants are accepted, although certain restrictions exist for applicants who are concurrently enrolled in high school, under 16 years old, are not U.S. citizens, or are deemed incapable of exhibiting and practicing professional student behavior. The College prohibits the enrollment of individuals listed on the National or Maryland Department of Public Safety and Correctional Services Sex Offender Registry or with the Harford County Child Advocacy Unit. Individuals with disabilities who request academic accommodations for courses must register with Disability Support Services and must provide a copy of current documentation of the disability. A minimum notice of four weeks may be needed to provide some accommodations. Appointments can be made and questions answered by calling Disability Support Services, 443-412-2402 or 443-412-2414.

Administrators, faculty and staff of HCC are committed to fully implementing enrollment as required by specific Acts of Congress and by federal and state regulations. Inquiries regarding compliance may be directed to the Office of Human Resources.

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**Application for Admission**

**REQUIRED FOR ENROLLMENT IN CREDIT COURSE(S) ONLY. PLEASE PRINT LEGIBLY.**

1. **Legal Name:** (As it appears on your Social Security card)
   
   Last
   
   First
   
   Middle

2. **Social Security Number/ITIN:**
   
   _______ - _______ - _______

3. **Maiden or Previous Last Name:**

4. **Address:**
   
   House/Apt.# and Street
   
   City
   
   State
   
   Zip Code

5. **County of Residence:**

6. **Email Address:**

7. **Gender:**
   
   Female
   
   Male

8. **Primary Phone:**

   □ CELL
   
   □ HOME
   
   □ BUSINESS

9. **Other Phone:**

   □ CELL
   
   □ HOME
   
   □ BUSINESS

10. **Birth Date:**

    /   /

11. **Citizenship:** (Check as appropriate.)

    □ U.S. Citizen
    
    □ Permanent Resident/Asylee/Refugee
    
    (Must bring in original card.)
    
    □ Non-U.S. Citizen
    
    (Must submit copy of immigration document.)

12. **Ethnicity:**

    Are you of Hispanic or Latino origin (A person of Cuban, Mexican, Puerto Rican, South or Central American, or other Spanish culture or origin, regardless of race)?

    □ Yes  □ No

13. **Race:** Select one or more of the following categories (See definitions at left).

    □ White (01)
    
    □ Black or African-American (02)
    
    □ Asian (03)
    
    □ American Indian/Alaska Native (04)
    
    □ Native Hawaiian/Other Pacific Islander (05)

14. **At the time you start HCC classes you will be:** (Check one.)

    □ High School or Homeschool Student
    
    □ High School Graduate
    
    □ GED Recipient
    
    □ I do not hold a HS Diploma or GED
    
    □ Returning HCC Student
    
    □ College Graduate
    
    □ Visiting Student (Currently Attending Another College)

15. **Military Status:** (If applicable, check one.)

    □ Veteran
    
    □ Active Duty
    
    □ Military Dependent
    
    □ National Guard
    
    □ Reserve

16. **High School or GED:** (Circle one.)

    210000 Aberdeen
    
    210635 Havre de Grace
    
    219200 MD GED
    
    210230 Bel Air
    
    210233 John Carroll
    
    219300 Out of State/Out of State GED
    
    210497 Edgewood
    
    210673 Joppatowne
    
    Country High School
    
    210485 North Harford
    
    219400 Out of State GED
    
    210523 Fallston
    
    210239 Patterson Mill
    
    219501 Homeschooled
    
    210998 Harford Christian
    
    219100 Other MD
    
    215062 Alternate Education
    
    Center/Aberdeen

    * If other MD High School selected, specify school name:

17. **Admit Type:** (Check one.)

    □ New Dual Enrolled (Currently attending High School or Homeschooling)
    
    □ First Time College Student
    
    □ Transfer to HCC From Another College
    
    □ Readmit (Previously registered at HCC but not in the past 2 years)
    
    Give approximate dates of attendance:

    □ Visiting Student (Using HCC credits to transfer back to home college)
    
    □ Graduate Transfer (Have earned an Associate or Bachelor's degree)

18. **Semester and Year to Begin HCC:**

    □ Fall
    
    □ Winter
    
    □ Spring
    
    □ Summer
    
    Year __________

19. **Date or Expected Date of HS Graduation or Homeschool/GED Completion:**

    Month __________

    Year __________

20. **Previous Other College(s) or University Attended:**

    (Start with last institution attended.)

    Name of Institution
    
    State and Year
    
    Degree Earned

21. **Educational Goal:**

    □ Just Taking Classes (Undeclared)
    
    □ Online Classes Only
    
    □ Earn a Certificate
    
    □ Job Enhancement/Certification
    
    □ Earn an Associate Degree
    
    □ Courses for Transfer
    
    □ Earn an Associate Degree & Transfer
    
    □ Self Enrichment/Improvement
22. Parent Highest Level of Education
   Father/Guardian:
   □ Middle/Junior High School □ High School □ Some College □ College Degree or Beyond □ Unknown
   Mother/Guardian:
   □ Middle/Junior High School □ High School □ Some College □ College Degree or Beyond □ Unknown

23. How did you hear about HCC? (Check all that apply)
   □ Harford County Resident □ College Fair □ Radio □ Referral From Family or Friend
   □ HCC Open House Event □ Career Fair □ Newspaper □ Referral From HCC Employee
   □ High School Counselor □ Community Event □ Internet Search □ Mailings to Your Home
   □ HCC Visit to High School □ Billboard □ HCC Facebook □ Other

24. In case of an emergency, contact:
   Name
   Phone

ASSOCIATE DEGREE AND CERTIFICATE PROGRAM

PLEASE CIRCLE INTENDED PROGRAM

• Undeclared—Only taking courses (0000)

ASSOCIATE OF ARTS DEGREE (AA)
- Art + Design-Digital Arts (ARTD)
- Art + Design-Fine Art (ARTF)
- Art + Design-Graphic Design (ARTG)
- Art + Design-Photography (ARTP)
- Arts Management (ARTM)
- Communication Studies (COM)
- Criminal Justice (CAJS)
- English (ENG)
- General Studies (GS)
- General Studies undecided (GSU)
- History (HIST)
- History: Public History Track (HPNT)
- Music (MUS)
- Philosophy (PHIL)
- Political Science (PS)
- Political Science – International Relations (PSIR)
- Psychology (PSY)
- Sociology – Anthropology (SOCIA)
- Sociology – General (SOCL)
- Sociology – Social Work (SOCS)
- Teacher Education (TES)
- Theatre: Performance (THP)

ASSOCIATE OF APPLIED SCIENCES DEGREE (AAS)
- Accounting (ACCT)
- Agricultural Studies (AGR)
- Business Mgmt – Administrative Professions (BMAD)
- Business Mgmt – Agribusiness (BMA)
- Business Mgmt – Entrepreneurship (BME)
- Business Mgmt – Human Resources (BMHR)
- Business Mgmt – Marketing (BMKM)
- Computer Aided Design and Drafting (CADD)
- Computer Information Systems (CIS)
- Early Childhood Education (ECE)
- Engineering Technology (ENGT)
- Environmental Technology (ENVI)
- Information Assurance and Cybersecurity (IAI)
- Legal Studies – Criminal Justice (LSCJ)
- Legal Studies – Paralegal (LSPL)
- Medical Assisting (MAS)
- Mass Comm-Journalism/New Media (MCJM)
- Mass Comm – Prod/Announc in Elect Media (MCB)
- Paralegaleducation (PAED)
- Theatre: Design/Production (THDP)
- Technical/Professional Studies (TPSP)

ASSOCIATE OF FINE ARTS DEGREE (AFA)
- Art + Design – Digital Arts (AFAD)
- Art + Design – Fine Arts (AFAF)
- Art + Design – Graphic Design (AFAG)
- Art + Design – Photography (AFAP)

ASSOCIATE OF SCIENCES DEGREE (AS)
- Business Administration (BA)
- Biology (BIO)
- Chemistry – Calculus Based Physics (CHCB)
- Chemistry – Non-Calculus Based Physics (CHNC)
- Computer Science (CSCI)
- Engineering (ENGR)
- Environmental Science (ENV)
- Information Systems Management (IFSM)
- Mathematics (MATH)
- Nursing (NURP)
- Physics (PHYS)

CERTIFICATE
- Accounting (ACTC)
- Art and Design Photography (ARPC)
- Biotechnology (BITEC)
- Business Administration (BAC)
- Business Mgmt – Administrative Professions (BMPC)
- Business Mgmt – Agribusiness (BMGC)
- Business Mgmt – Entrepreneurship (BNEC)
- Business Mgmt – Human Resources (BMHC)
- Business Mgmt – Marketing (BMMC)
- Computer Aided Design and Drafting (CADC)
- CPA Exam Qualification Certificate (CPAC)
- Computer Information Systems Programming (CSCP)
- Computer Information Systems Software (CSSC)
- Computer Information Systems Unix (CUXC)
- Cyber-defense Certificate (CYBC)
- Environmental Technology (EVTC)
- Health Information Technology (HTC)
- Information Assurance and Cybersecurity (IAI)
- Paralegal Studies (LSPS)
- Medical Assisting (MASC)
- Mass Comm – Prod/Announc in Elect Media (MCBC)
- Medical Office Assistant (MOAC)
- Teacher Certification (TSC)

By applying to Harford Community College, I accept and agree to abide by the policies and regulations of HCC. I understand that violation of these regulations may subject me to penalties and sanction. I also agree that HCC has permission to use any College-sponsored pictures in which my likeness appears. I further agree to accept College-related information via call or text at any number I provided on this application. I certify that the information on this application form is accurate and complete. Failure to provide accurate information may be just cause for dismissal from the College.

Student Signature ___________________________ Date ___________________________