MIDDLESEX COMMUNITY COLLEGE
APPLICATION CHECKLIST

- Find the student type that best describes you, then follow the easy steps to enroll at MxCC.
- In order to complete your application file and register for courses, you must submit all required documents.
- You can also apply online at mxcc.edu/future-students.

NEW ➔ First time enrolling at Middlesex Community College

☐ APPLICATION
Complete and sign the MxCC Application and submit with $20 Application Fee.

☐ TRANSCRIPTS
Proof of high school or GED completion. Students who have a college or university degree may submit proof of their degree completion in lieu of a high school diploma.

☐ MMRV
Show proof of two doses of Measles/Mumps/Rubella/Varicella Immunization.

  Adequate Immunization:
  • Measles, Mumps, Rubella: Two doses administered at least one month apart.
  • Varicella (Chicken Pox): Two doses or provide certification from physician that student has had disease. Students born in the United States before 1980 are exempt from the Varicella requirement.

A student’s health and that of the campus community depend upon compliance with this legislation. For additional information, including exemptions, please visit: mxcc.edu/immunization.

☐ BASIC SKILLS ASSESSMENT
To schedule an appointment, please visit mxcc.edu/BSA or call the Academic Success Center at 860-343-5770.

This assessment information is important to ensure a student’s success in college, and, in conjunction with an academic advisor, will further assist in defining the appropriate level of coursework for students.

☐ FINANCIAL AID
Students interested in applying for financial aid should complete the online Free Application for Federal Student Aid (FAFSA), available at www.fafsa.ed.gov. The federal school code for Middlesex is 008038. For more information, please call the Office of Financial Aid Services at 860-343-5741 or visit mxcc.edu/financial-aid.

NON-DEGREE SEEKING ➔ Student looking to earn college credits but not wishing to complete a degree at MxCC.

☐ APPLICATION
Complete and sign the MxCC Application and submit with $20 Application Fee.

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This assessment information is important to ensure a student’s success in college, and, in conjunction with an academic advisor, will further assist in defining the appropriate level of coursework for students.

RE-ADMIT ➔ Haven’t attended MxCC in two or more years

☐ APPLICATION
Complete and sign the MxCC Application.

☐ ADDITIONAL RECORDS
Submit any outstanding records required for registration including:
  • Proof of high school or GED completion.
  • MMRV immunization records.
  • Basic Skills Assessment results or completed math and English courses.
**APPLICATION for ADMISSION**

**CONTACT INFORMATION**

<table>
<thead>
<tr>
<th>Legal Last Name</th>
<th>Legal First Name</th>
<th>Middle</th>
<th>Previous Maiden/Last Name</th>
<th>Social Security Number</th>
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<th>Email</th>
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<td>Number &amp; Street</td>
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<td>Cell Phone</td>
<td>Are you a United States citizen?</td>
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**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

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

**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). [ ] Yes [ ] No

**MILITARY STATUS**

- Are you currently on active duty with the U.S. Armed Forces? [ ] Yes [ ] No
- Are you currently a member of the National Guard or Reserve? [ ] Yes [ ] No
- Have you ever served in the U.S. Armed Forces? [ ] Yes [ ] No
- Are you a dependent of a member of the U.S. Armed Forces? [ ] 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).

**HABITAT & APPLYING**

Have you previously attended this college? [ ] Yes [ ] No

Have you previously attended a CT Community College? [ ] Yes [ ] No

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YEAR

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## Educational Goal

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<tr>
<th>Check only one</th>
<th></th>
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<tbody>
<tr>
<td>☐ Developmental (college prep) education (DV)</td>
<td>☐ Earn associate degree, then transfer (DT)</td>
<td></td>
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<tr>
<td>☐ English skills (ESL) (ES)</td>
<td>☐ Personal development course(s) (PD)</td>
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<tr>
<td>☐ Certificate - undergrad credit (CT)</td>
<td>☐ Job preparation/retraining course (JB)</td>
<td></td>
</tr>
<tr>
<td>☐ Fulfill other college's requirement (AC)</td>
<td>☐ Job promotion (JP)</td>
<td></td>
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<tr>
<td>☐ Transfer without an associate degree (DN)</td>
<td>☐ Unsure at this time (UN)</td>
<td></td>
</tr>
<tr>
<td>☐ Associate degree (DG)</td>
<td>☐ Goal not listed (NL)</td>
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## Previous Colleges Attended

<table>
<thead>
<tr>
<th>College/University Name</th>
<th>State</th>
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<tbody>
<tr>
<td>Dates of Attendance</td>
<td>Graduation Date</td>
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</table>

## Intended Program of Study

<table>
<thead>
<tr>
<th>In which degree/certificate program do you plan to enroll? (use attached list)</th>
<th></th>
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</thead>
<tbody>
<tr>
<td>Primary Major</td>
<td>Code</td>
</tr>
<tr>
<td>Secondary Major (optional)</td>
<td>Code</td>
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</tbody>
</table>

## Highest Educational Level Achieved

| Check only one | |
|----------------|-------------------|-------------------|
| ☐ No high school diploma or GED (01) | ☐ Master's degree (09) |
| ☐ High school diploma or GED (02) | ☐ Other advanced degree (10) |
| ☐ Some college (05) | ☐ Doctoral degree (06) |
| ☐ Undergraduate certificate (06) | ☐ First professional degree (JD, MD, DDS, LLB) (12) |
| ☐ Associate degree (07) | ☐ Sixth-Year certificate (13) |
| ☐ Bachelor's degree (08) | |

## Academic Background

- Do you have a high school diploma?
  - ☐ Yes
  - ☐ No
  - ☐ Pending

<table>
<thead>
<tr>
<th>Name of High School</th>
<th>Graduation Year</th>
</tr>
</thead>
<tbody>
<tr>
<td>City/State</td>
<td>Country</td>
</tr>
</tbody>
</table>

- Have you passed the high school equivalency exam GED, TASC, HiSET? (010997)
  - ☐ Yes
  - ☐ No

- Are you a home school graduate? (000001)
  - ☐ 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

## International Student Information

- Are you an international student who needs an I-20 form for an F1 Visa?
  - ☐ Yes
  - ☐ No

<table>
<thead>
<tr>
<th>Other Visa Holder (indicate type)</th>
<th>Visa Start Date</th>
</tr>
</thead>
<tbody>
<tr>
<td>Visa Admission Number</td>
<td>Visa End Date</td>
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</table>

| International Address | |

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

## 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.

**Signature**

### 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.

<table>
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<th>Signature</th>
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**Parent/Guardian Signature (if under 18)**

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If you selected “General Studies” as your program of study, which of the following areas are of interest to you?

- Allied Health (F_ALLIED)
- Arts & Media (F_ARTMED)
- Business (F_BUSINESS)
- Humanities (F_HUMAN)
- Social Sciences (F_SOCSCI)
- STEM: Science, Technology, Engineering & Math (F_STEM)

Middlesex Community College provides its new students with a free program called Persistence Plus. The program provides personalized motivational and informational support on a daily basis sent directly to your cell phone (texting charges may apply as determined by your cell phone carrier). Our research shows that students using Persistence Plus are more successful in their coursework.

Would you be interested in signing up for the Persistence Plus Program?

- Yes (F_PERSIST)
- No

The Honors Program is a selective admission program that provides students with an academically enriching Associate Degree experience. Honors students receive better teacher-student ratio, faculty and peer mentoring, more independent study opportunities, and an early entrance into the Phi Theta Kappa Honor Society. Students can select their own program of study and use the Honors Program to fulfill General Education requirements. Undecided or undeclared students will enroll in the Liberal Arts and Sciences program.

Would you be interested in more information on our Honors Program?

- Yes (F_HONORS)
- No

FULL TIME/PART TIME

- I intend to be a FULL TIME student at MxCC (12 credits and above per semester).
- I intend to be a PART TIME student at MxCC.

NON-DEGREE

- I do not wish to be a degree student at this time.

STATE OF CONNECTICUT
Board of Regents for Higher Education

MIDDLESEX COMMUNITY COLLEGE
ADMISSIONS OFFICE
100 Training Hill Rd.
Middletown, CT 06457
(860) 343-5719
Fax: 860-344-3055

Visit our Web Site:
www.mxcc.edu

To help us process your application as quickly and efficiently as possible, please check the following before you send us your application. Have you…

- paid the application fee?
- recorded your correct Social Security number and birthdate?
- signed the application?
- provided an active email address?

MxCC does not discriminate on the basis of race, color, national or ethnic origin, religion, age, sex, marital status, sexual orientation, physical disability, mental disability (or history thereof) or criminal record in its educational and employment practices. Political beliefs and veteran status are also part of the nondiscrimination coverage in the Board of Trustees’ Policy on Student Rights. Further, racism and sexual harassment are prohibited. Inquiries regarding this policy should be directed to the Director of Human Resources (860-343-5751) or the Dean of Students (860-343-5759) at: MxCC, 100 Training Hill Road, Middletown, CT 06457.
Middlesex Community College
Degrees & Certificates

Indicate the Degree or Certificate in which you plan to enroll.
Please select only one associate degree or certificate program.

Selective Admission*:
Computed Tomography: post-primary certification (FJ54)
Mammography: post-primary certification (FJ55)
Radiologic Technology (FA76)
Veterinary Technology (FA06)

*Admission into the above programs are selective. Students applying for admission into the above programs will be accepted into the General Studies program until the formal selection process is complete. For additional information, please contact the Office of Admissions at 860-343-5719.

Degree Programs
Accounting (FA03)    Health Information Management (FA60)
Biotechnology (FA02)    Human Services (FA24)
Broadcast Cinema (FA91)    Liberal Arts & Sciences: Humanities Track (FA31)
Business Administration (FA67)    Liberal Arts & Sciences: Science Track (FA31)
Communication (FA90)    Management Information Systems (FA18)
Computer Information Technology (FA26)    Marketing (FA35)
Criminal Justice (FA45)    Multimedia (FA83)
Early Childhood Education (FA46)    Ophthalmic Design & Dispensing (FA73)
Engineering Science (FA07)    Technology Studies Computer Engineering Tech. (FF16)
Environmental Science (FA09)    Technology Studies: Engineering Technology (FF12)
Fine Arts (FA12)/Graphic Design (FA11)    Technology Studies: Manufacturing Machine Tech. (FF22)
General Studies (FA20)

Certificate Programs:
Accounting Assistant (FJ38)    Health Career Pathway (FK55)
Accounting Technician (FJ37)    Health Information Management (FJ08)
Advertising & Sales Promotion (FJ14)    Help Desk Technician (FJ04)
Biotechnology (FJ34)    Juvenile Justice (FJ41)
Broadcast Communications (FJ34)    Manufacturing Machine Technology (FJ52)
Business Skills (FJ51)    Multimedia (FJ29)
Child Development Associate (FJ01)    Multimedia Web Design & Development (FJ36)
Communication Networking (FJ49)    News & Sports Production (FJ05)
Corporate Media Production (FJ06)    Ophthalmic Medical Assisting (FJ07)
Customer Service Management (FJ03)    Software Developer (FJ50)
Early Childhood Education (FJ43)    Substance Abuse Education (FJ02)
Enterprise (FJ18)    Therapeutic Recreation (FJ27)

Undeclared Major
Non-Degree: no selection at this time.

Other:
Dietetic Technician- for students planning to transfer to Gateway Community College (FA23)
Pre-Allied Health/Transfer Requirements- for students (FA20)

Rev. 3/2016 geb