# BERGEN COMMUNITY COLLEGE Application for Admission & Enrollment General Instructions

Office of Recruitment and Admissions www.bergen.edu • (201) 447-7200



Hackensack | Paramus | Meadowlands

## **Enrollment Process**

## Follow these simple instructions to get started at Bergen Community College

## www.bergen.edu/getstarted

## 1. Admissions - www.bergen.edu/admissions (Main Campus-Room A-123)

Submit a completed application either online or by paper (**both are free**). Be sure to include a valid e-mail address, and indicate a Major Field of Interest *(use "General Curriculum" programs if you are "Undecided"*). If you apply online, you may check your status online after 48 business hours. If you have applied for a competitive Health Profession Program, you must wait until the stated deadline to receive a response. Your official letter of acceptance will arrive by mail, along with paperwork that must be completed for the Health Services Office, *www.bergen.edu/healthservices*.

All students wishing to apply for financial aid, NJ Stars program, or any health profession program must have a high school diploma or a General Educational Development (GED) certificate. Official sealed transcripts must be sent to the Office of Admissions. Home schooled students must have completed a high school education in a home school setting that is treated as such under state law. Those submitting foreign high school or college transcripts/diplomas must submit an official foreign credential evaluation from World Education Services (*www.wes.org*) or another member of the NACES association. Please visit *www.naces.org* for a list of members.

Transfer students may visit *www.bergen.edu/transfertobcc* for details on transferring to Bergen from another college or university.

## 2. Financial Aid - www.bergen.edu/financialaid (Main Campus-Room L-123)

Remember to apply for all Federal and State Financial Aid online using the FAFSA (*Free Application for Federal Student Assistance*) official website, *www.fafsa.ed.gov.* 

## 3. Testing Services - www.bergen.edu/testing (Main Campus-Room S-127)

Testing Services will contact you by e-mail - so remember to check your SPAM filter. If you do not hear from Testing Services within 2 weeks of submitting your application, please contact them directly at **(201) 447-7202.** Plan to take your English and Math placement exam at least 2 weeks before you register. REMEMBER TO KEEP YOUR RESULTS! You also may obtain test waiver forms through the testing website if you have previously taken college-level English or math, or if you have a Math SAT of 530 or higher, or a Critical Reading SAT of 540 or higher. It is strongly advised that you prepare for this exam by studying. Study guides are available on the testing website.

## 4. Academic Advising, Student Email and Registration - www.bergen.edu/advising (Main Campus-Room A-118)

Students must first obtain their student email address by visiting **www.bergen.edu/studentemailsignup.** Students then meet one-on-one with a faculty advisor, who will guide them through their program evaluation and explain how to select and create their schedule through WebAdvisor.

## 5. Bill Payment - www.bergen.edu/bursar (Main Campus-Room A-229)

Tuition bills can be paid through Portal "our online system," by visiting **my.bergen.edu** or in person. Remember to pay by the assigned due date so your classes do not get dropped for non-payment.

## 6. Orientation - www.bergen.edu/studentlife (Main Campus-Room A-115)

Orientation is a great way to become acquainted with the campus and learn more about your academic program. You also will learn more about the College's procedures and meet faculty, staff and other students. All new students are encouraged to attend.

• Parking Decal and Student ID Card

Students may obtain their parking decal and student ID card by bringing a paid copy of their bill to the Public Safety Office, Room L-154. Students may park in Lots A (lower and specfied section of upper) B, C, D, E, F and a specified area in lot G. People with handicapped stickers may park in designated areas.

## • Specialized Services - www.bergen.edu/oss (Main Campus-Room L-115)

The Office of Specialized Services provides academic accommodations and support services for students with disabilities. Suggested deadlines to ensure timely implementation of accommodations: Fall Semester-August 1, Spring Semester-December 1, Summer- before session starts. For more information, visit *www.bergen.edu/oss.* 

## • International Students - (Main Campus-Room C-102)

International F-1 visa students must visit www.bergen.edu/isc, or email intadmissions@bergen.edu for further assistance and deadline dates.

## **Other Important Websites**

- Academic Counseling www.bergen.edu/CAPSS
- Athletics www.bergen.edu/athletics
- Career & Transfer Counseling www.bergen.edu/coop
- Catalogs www.bergen.edu/catalogs
- Child Dev. Center www.bergen.edu/cdc
- Directions www.bergen.edu/directions
- Distance Learning www.bergen.edu/dlearning
- Educational Opportunity Fund (EOF) www.bergen.edu/eos

- First Year Experience– www.bergen.edu/123connect
- Library www.bergen.edu/library
- NJ STARS Scholarship www.bergen.edu/njstars
- Registration Office www.bergen.edu/registration
- Specialized Services www.bergen.edu/oss
- Student Life www.bergen.edu/studentlife
- Tutoring Center www.bergen.edu/tutoring

## Want to visit us? Go to www.bergen.edu/tours

Need Help? Contact us (Before you apply, email *smartstart@bergen.edu*. After you apply, email *admsoffice@bergen.edu*). All information is subject to change. Please visit *www.bergen.edu* for the most up-to-date information.

# Academic Programs

## Transfer (A.A. & A.S.) Programs

Transfer programs include a course of study that corresponds to the freshman and sophomore offerings at most colleges and universities and are designed primarily for students planning to transfer into a baccalaureate degree program. In recent years, Bergen has worked to simplify the transfer process by signing articulation agreements with colleges and universities in New Jersey and throughout the U.S. *www.bergen.edu/artifacts* and *www.bergen.edu/transferandcareercenter*.

#### Associate in Arts (A.A.) Degree Liberal Arts

#### **Options**

## General Curriculum (Undecided)

Cinema Studies Communication Economics Global Studies History Latin American Studies Literature Philosophy Political Science Psychology Religion Social Sciences Sociology Women's Studies World Languages and Cultures

## Associate in Arts (A.F.A.)

Degree Fine Arts Music Business Music Technology

## Career (A.A.S.) Programs

Associate in Arts (A.A.) Degree Fine and Performing Arts Options: General Curriculum Art Cinema Studies

Music Arts Theatre Arts **General** Acting Dance Technical Production

#### Associate in Science (A.S.) Degree Natural Sciences or Mathematics

### **Options:**

Physics

General Curriculum (also pre-med) Aviation Operations Biology Biotechnology Chemistry Computer Science Mathematics

#### Associate in Science (A.S.) Degree Engineering Science

## Engineering

#### Associate in Science (A.S.) Degree Professional Studies

#### **Options:** General Curriculum

Aviation Administration **Broadcasting** Business Administration—General Business Administration—Accounting Business Administration—Hospitality Management Business Administration—International Trade Business Administration—Management Business Administration—Marketing Business Administration—NonProfit Management Criminal Justice Education **Exercise Science** Health Science (Administration/Non-Clinical) Information Technology Journalism Labor Studies Social Work

Career programs emphasize training needed to enter a chosen field of employment. Designed for students planning to begin a career immediately after receiving an associate degree, career programs are available in various technologies, health sciences, human services, and business. Graduates of these programs work as technicians, accountants, paralegals, legal nurse consultants, law enforcement officers, commercial artists, nurses, and professionals in local and nationwide organizations.

#### Associate in Applied Science (A.A.S.) Degree

**Art** Computer Animation Graphic Design/Computer Graphics

## **Business Administration**

Accounting Banking and Finance E-Business Management Management Information Systems

## **Career Technologies**

Drafting and Design Technology Electronics Technology General Engineering Technology Horticulture Horticulture/Landscape/Design/Build Manufacturing Technology

#### \*Health Professions (see back for details) Dental Hygiene Diagnostic Medical Sonography Health Science (For current professionals) Medical Office Assistant Radiography Becreitatow Care

Respiratory Care Veterinary Technology

#### Health Professions and Career Technologies Medical Informatics

#### Hotel/Restaurant/Hospitality General

#### Catering/Banquet Management Culinary Entrepreneurship Event Planning and Management

Hospitality Management

**One-Year Certificate Programs and Certificates of Achievement** 

## Human Services

Correctional Studies Early Childhood Education Law Enforcement Studies Legal Studies - Paralegal

## Information Technology

Database Programming and Admin. Networking Administration Office Technology Web Development and Mgmt.

*Music* Business Recording Technology

## \*Nursing (see back for details)

Full-time Day Program (Fall entrance only) Part-time Evening Program (Spring entrance only)

#### Software Development Game Programming Game Testing

Certificates award recognition to students who successfully complete a program of specialized courses in a specific discipline. These courses prepare a student for a specific occupation or job responsibility or encompass a specialized body of knowledge in the arts or sciences.

## **One-Year Certificate Programs**

Computer Aided Drafting (CAD) Computer Animation Computer Graphics Computer Science Computer Technical Support Culinary Arts Culinary Science Database Programming & Administration E-Commerce: Business Emphasis Event Planning and Management Exercise Science Floral Design Grounds Management Hospitality Management Labor Studies Landscaping Legal Nurse Consultant Medical Office Administrative Assistant Music Business Music Technology Musical Theater Office Technology Piano Instruction/Pedagogy \*Radiation Therapy Technology Small Business Management \*Surgical Technology

\*Vascular Technology

## **Certificates of Achievement**

- Accounting Assistant Baking Biotechnology Business Paraprofessional Management Catering CNC Programming Commercial Music Production Finance Fire Science Forensic Science Homeland Security Hospitality Operations Labor Studies
- Machine Tooling Manufacturing Design Marketing Assistant Network Security Nonprofit Management Private Security Professional Cooking Real Estate Retailing \* Special Imaging for Radiologic Technologists Sports Management Sports Merchandising Welding

Degree and Certificate programs and courses are subject to change. Please visit www.bergen.edu for the most current information. \* Health Professions and Nursing programs are competitive and do not feature open enrollment. All requirements can be found online at www.bergen.edu/hprequirements and sessions about these programs can be found at www.bergen.edu/tours.

To request this document in an alternate format, please contact the Office of Recruitment and Admissions at Smartstart@bergen.edu or (201) 447-7200.

## **Entrance Requirements For Health Professions**

Admission to college programs in health professions is limited to a specific number of candidates each year due to requirements imposed by accrediting agencies and by the availability of faculty, college laboratory, and clinical agency resources. To insure that all applicants are evaluated in the same way, within each discipline, criteria for acceptance have been developed by the School of Health Professions and Student Services. These criteria will be utilized in determining the candidates who will be offered admission. Admission will have a step process: academic eligibility will be determined, as well as a criminal history background check, basic skills testing, and admissions examination for the Dental Hygiene, Nursing, Radiography, Diagnostic Medical Sonography, Respiratory Care and Veterinary Technology programs.

All eligible candidates for admission to the Dental Hygiene, Diagnostic Medical Sonography, Nursing, Radiography and Veterinary Technology programs are required to take a national Nursing/Health Professions standardized admissions examination: the Admissions Assessment Examination by HESI. There is a fee that is payable directly to the examination company. The examination is given off-campus at a testing center. All eligible Dental Hygiene, Diagnostic Sonography, Nursing, Radiography and Veterinary Technology candidates with a clear background report will receive an invitation to take the examination. The invitation will outline all information related to the examination.

If students have not taken the necessary high school prerequisites, the courses can be made up by substituting courses taken at Bergen. These courses must be taken before students apply to Nursing or any Health Professions program. To be considered for most programs, science prerequisites must have been completed within the last five years. Applicable college science courses taken more than ten years ago are not transferable.

All students applying to Health Professions programs must take the basic skills test and successfully complete all remedial coursework prior to application. High school students applying to Dental Hygiene, Diagnostic Medical Sonography, Nursing, Radiography and Veterinary Technology programs must sit for the basic skills test prior to being eligible to sit for the Admissions Exam.

A successful candidate for a health professions program at Bergen Community College must possess certain abilities and skills necessary to provide and maintain safe and effective care administered to the patient. The candidate must be able to function on an independent level without any intermediary. These skills and abilities include: observation, communication, motor skills, cognitive and intellectual skills, behavioral and social attributes.

Health Professions students must carry personal medical health insurance, professional liability insurance, and be certified in cardio-pulmonary resuscitation (CPR) by the American Heart Association (Healthcare Provider with AED) or the American Red Cross (Professional Rescue Certification). In addition, all health professions students are required to complete health examination forms upon admission to the program and fulfill the requirement for a yearly Mantoux skin test for tuberculosis.

Students seeking admission to Nursing (Day), Dental Hygiene, Diagnostic Medical Sonography, Radiography, Respiratory Care and Surgical Technology must submit completed applications including transcripts by February 1 for fall (September) admission. Nursing (Evening) and Veterinary Technology applications are due by October 1, for spring (January) admission.

#### **Criminal History Background Check Requirement**

Clinical agencies mandate criminal history background checks for all individuals engaged in patient care, and all students must undergo criminal history background checks before admission may be offered. These checks are conducted by an external company, and the information is sent to the Dean of Health Professions. All background reports must be clear to be eligible for admission and to be invited to take any Admissions Examination. Any applicant with a background report that is NOT clear will not be eligible for consideration.

## Minimum Entrance Requirements For Health Professions

#### **DEGREE PROGRAMS**

#### DENTAL HYGIENE PROGRAM (AAS.HP.DENTL)

Program length: 24 month Preadmission Test: Dental Hygiene Admissions Exam GPA for admissions eligibility: 2.50 High School prerequisite courses: Chemistry, with lab; Biology, with

lab; Algebra College substitutions: BIO109; MAT035; CHM100 Application Deadline: February 1 of the current year

Program Admits: Fall semester Please Note: High School Biology is waived if college Biology, preferably BIO 109, is successfully completed

## DIAGNOSTIC MEDICAL SONOGRAPHY (AAS.HP.DMS)

Program length: 24 months Preadmission Test: Diagnostic Medical Sonography Admissions Exam

GPA for admissions eligibility: 2.50 High School prerequisite courses: AP level science; AP level physics; Algebra College substitutions: BIO109 (recommended); PHY185; MAT035 Application Deadline: February 1 of the current year Program Admits: Fall semester

Please Note: This is a regional program that utilizes clinical education centers throughout the state of New Jersey. Students might be required to travel to distant sites and provide their own transportation.

#### MEDICAL OFFICE ASSISTANT PROGRAM (AAS.HP.MOA) Program length: 24 months

GPA for admissions eligibility: 2.00 High School prerequisite courses: None Application Deadline: There is no deadline date for admission. Program Admits: Fall/Spring semester

## RADIOGRAPHY PROGRAM (AAS.HP.RAD)

Program length: 24 months Preadmission Test: Radiography Admissions Exam GPA for admissions eligibility: 2.50 High School prerequisite courses: 1 year science (College Placement Bio and Lab); 1 year algebra (Algebra II); College substitutions: BIO109; BIO209; MAT035 Application Deadline: February 1 of the current year Program Admits: Fall semester Please Note: High School Biology is waived if college Biology, preferably BIO109 is successfully completed.

## **RESPIRATORY CARE (AAS.HP.RESP)**

Program length: 24 months Preadmission Test: Respiratory Care Admissions Exam GPA for admissions eligibility: 2.00 High School prerequisite courses: Chemistry with lab; Biology with lab; Math College substitutions: BIO109; CHM100; MAT035 Application Deadline: February 1 of the current year Program Admits: Fall semester Please Note: High School Biology is waived if college Biology, preferably BIO109 is successfully completed.

#### VETERINARY TECHNOLOGY (AAS.HP.VET)

Program length: 24 months

Preadmission Test: Veterinary Technology Admissions Exam GPA for admissions eligibility: 2.00

High School prerequisite courses: No High School prerequisites College substitutions: BIO115; VET102; VET103; CHM112 Application Deadline: October 1 of the current year

Program Admits: Spring semester. Please Note: Applicants will only be accepted once the pre-requisites stated above have been successfully completed. Applicants are strongly encouraged to meet with a program official regarding application procedures. Travel is required for all students enrolled in this program.

#### **CERTIFICATE PROGRAMS**

### MEDICAL OFFICE ASSISTANT PROGRAM

(AAS.HP.MOA OR CERT.MOAA) rogram length: 12 months GPA for admissions eligibility: 2.00 High School prerequisite courses: None Application Deadline: There is no deadline date for admission. Program Admits: Fall/Spring semester.

#### RADIATION THERAPY TECHNOLOGY PROGRAM

(CERT.RAD.THERAPY) Program length: 12 months GPA for admissions eligibility: 2.50

Prerequisite courses:

Registered or registry eligible Radiologic Technologist; two biology, with labs (BIO109 and 209); Algebra/ MAT160; General physics, PHY185. In addition to the above stated requirements, candidates cannot be accepted into the program until at least 2 of the 5 general education courses have been completed: MAT180, MAT250, CIS158, WRT201, COM100. Three of the above listed general education courses may be taken concurrent with the program. Successful completion of all 5 courses is required by the American Registry of Radiologic Technologists and the NJ Department of Environmental Protection.

Application Deadline: February 1 of the current year.

Program Admits: Fall semester only. Please Note: Students who are interested in the program should make an appointment to meet with the coordinator regarding admissions.

#### SURGICAL TECHNOLOGY PROGRAM (CERT.SURG) Program length: 12 months

GPA for admissions eligibility: 2.00 High School prerequisite courses: High school graduate, or GED College substitutions: none Application Deadline: February 1 of the current year Program Admits: Fall semester only.

#### VASCULAR TECHNOLOGY (CERT.VAS.TECH)

Program length: 12 months GPA for admissions eligibility: 2.50 Admissions Requirement: ARDMS Registry Status. Applicant must be a graduate of a CAAHEP approved sonography program. Students with a bachelor's degree are eligible Application Deadline: February 1 of the current year. Program Admits: Fall semester Please Note: This is a regional program that utilizes clinical education centers throughout the state of New Jersey. Students might be required to travel to distant sites and provide their own transportation.

#### HEALTH SCIENCE PROGRAM (AAS.HP.HLTH.SCI)

Program length: 12 months

GPA for admissions eligibility: 2.50 Application Deadline: February 1 of the current year.

Program Admits: Fall and Spring Semester

Please Note: Qualified students will be awarded 30 transfer credits. The credits will be applied to the degree in Health Science upon the completion of the curriculum. It is essential to understand that this program does not entitle the graduate eligibility to advanced certification or licensure within the Health Professions discipline.

Students who enter into this program must be aware of the Bergen Community College policy on the number of credits that must be taken at this college. Students enrolled in the AAS degree in health sciences must satisfy the English, Mathematics and Algebra basic skills requirements.

#### HEALTH SCIENCE PROGRAM (AAS.HP.HLTH.SCI) CONT'D

Applicant graduated from a program that has acceptable accreditation agencies that is comparable to the College's Health Professions disciplines. Transcripts and credentials will be evaluated by an appointed admissions committee.

#### NURSING PROGRAMS

#### NURSING DAY PROGRAM (AAS.NURS.DAY)

Program Length: 2 academic years Preadmission Test: Nursing Admissions Exam

GPA Requirement: 2.50 High School prerequisite courses: Chemistry and Biology with Lab; Algebra College substitutions: CHM100, BIO109 and MAT035 or MAT031/032 Application Deadline: February 1 of the current year for Fall admission Program Admits: Fall semester

#### NURSING EVENING PROGRAM (AAS.NURS.EVE)

Program Length: 2 academic years Preadmission Test: Nursing Admissions Exam

GPA Requirement: 2.50

High School prerequisite courses: Chemistry and Biology with Lab; Algebra

College substitutions: CHM100, BIO109 and MAT035 or MAT031/032 College prerequisite courses: BIO109 and BIO209; WRT101 and WRT201; PSY101 and PSY106; SOC101 Application Deadline: October 1 of the current year for Spring admission

Program Admits: Spring semester

## NURSING PROGRAM - MOBILITY LPN TO RN DAY

(AAS.NURS.MBL.DAY) (UNDER REVISION) Program Length: 2 academic years

Preadmission Test:

## GPA Requirement

High School prerequisite courses: Chemistry and Biology with Lab; Algebra

College substitutions: CHM100, BIO109 and MAT035 or MAT031/032 College prerequisite courses: BIO109 and BIO209; WRT101 and WRT201; PSY101 and 106; SOC101 Bridge Into Nursing

Course-registration per permission of Nursing program director Application Deadline: Not Available at This Time.

Please Note: Open only to LPNs with NJ license and one year of work experience.

#### NURSING PROGRAM - MOBILITY LPN TO RN EVENING (AAS.NURS.MBL.EVE) (UNDER REVISION)

Program Length: Preadmission Test:

GPA Requirement:

High School prerequisite courses: Chemistry and Biology with Lab; Algebra

College substitutions: CHM100, BIO109 and MAT035 or MAT031/032 College prerequisite courses: BIO109, BIO209 and BIO104; WRT101 and WRT201; PSY101 and 106; SOC101 Bridge Into Nursing Courseregistration per permission of Nursing program director Application Deadline: Not Available at This Time.

Please Note: Open only to LPNs with NJ license and one year of work experience.

#### All requirements subject to change.

Please visit www.bergen.edu/hprequirements for the most current information and www.bergen.edu/tours for Health Professions Info Sessions.

# Bergen Community College Application for Admission

Mail this application along with any supporting documentation to: Office of Recruitment and Admissions, Bergen Community College, 400 Paramus Road, Paramus, New Jersey 07652-1595					
Please print or type					
First Name M.I. Last Name					
Maiden Name/Other Name/s Used					
Street Address					
City State Zip Code County					
Day Phone Evening Phone					
*Required Date of Birth					
*Social Security Number					
*Required E-Mail (required for Web Advisor/grades)					
We collect the following information to meet research and federal reporting requirements: (optional)					
Ethnicity: Do you consider yourself to be Hispanic or Latino? 🗆 Yes 🗅 No Sex: 🗅 Male					
Select one or more of the following racial categories to describe yourself:					
White American Indian or Alaskan Native Hawaiian or Pacific Islander					
Asian   Black or African-American					
Which statement below is your most important educational objective for attending Bergen Community College?         I plan to: (Check only one)         Earn an Associate's Degree and transfer to 4-year college         Earn an Associate's Degree and begin career immediately         Develop job skills without earning degree/certificate         Earn are credits & transfer to 4-year college without earning Associate's         Earn a Certificate					
I want to start Bergen in: Academic Program of Interest (Major): Admit Status (check all that apply):					
□ Fall (September-December) Year □ New (no previous college)					
□ Spring (January-May) Year □ AA / □ AS / □ AAS / □ CERT/COA □ Transfer					
Winterim (January non-degree only) Year  Office Use Only)					
□ Summer (non-degree only) Year					
Code:					
Citizenship: Country of Birth					
U.S. Citizen or Permanent Resident. Enter your Alien Registration Number A					
Primary Language Length of Time Living in U.S					
If you are not a U.S. Citizen or Permanent Resident, please complete the following (required to process application):					
Are you in the U.S. now? I Yes I No       F-1 visiting students (Summer or Winter session, or concurrently enrolled students only) check here. I         If yes, tell us your current visa type:       enrolled students only) check here. I         If no, do you need a Form I-20 from BCC to apply for an F-1 visa? I Yes I No       No					
For all visa holders currently in the U.S.:       Note: F-1 students must submit financial and immigration documentation before being issued an I-20.         When does your current visa status expire?					
For F-1 students in the U.S. only: If you are attending a school in the U.S., and plan to transfer your SEVIS record to BCC, please write the name of the school that issued you an I-20.					

# Bergen Community College Application for Admission

**Financial Assistance** U.S. citizens and permanent residents only. In order to be eligible for financial aid, you must be admitted into a degree program. Students must maintain satisfactory academic progress in order to be eligible. For additional information on Financial Aid, visit *www.bergen.edu/financialaid.* 

Educational Opportunity Fund (EOF) is a financial and academic support program. For additional information, visit *www.bergen.edu/eof*.

Do you believe you are eligible for the New Jersey Educational Opportunity Fund Program (EOF)? 🗆 Yes 🗔 No

Do you plan to apply for financial aid? 
Yes 
No
(Social Security number required to receive financial assistance. Visit www.bergen.edu/financialaid for details.)

Are you a veteran? Are you are a veteran, you may be eligible for educational assistance. (Contact a veteran affairs representative in the Registration Center for details.)

#### Residency

Bergen Community College reserves the right to require proof of state and county residency. Are you presently a Bergen County resident?  $\Box$  Yes  $\Box$  No

Interests									
Are you interested in taking Honors courses?			Would you like to receive more information about specialized services? <ul> <li>Yes</li> <li>No</li> </ul> Would you like to receive more information about the Deaf Center?						
								Do you plan to attend	🗆 Yes 🖵 No
□ Full time (12 or more credits)? □ Part time (less than 12 credits)?									
Educational Background Are you a high school graduate									
If "yes" list high school below:									
Name of school	City	State	Country	Graduation Date					
If not a high school graduate, do you have a General Educational Development diploma ( <i>GED</i> )?									

#### ► GED diploma and scores required for Health Professions.

All students wishing to apply for financial aid, NJ Stars program, or any health profession program must have a high school diploma or a General Educational Development (GED) certificate. Official sealed transcripts must be sent to the Office of Admissions. Home school students must have completed a high school education in a home schooled setting that is treated as such under state law. Those submitting foreign high school or college transcripts/diplomas must submit an official foreign credential evaluation from World Education Services (www.wes.org) or another member of the NACES association. Please visit www.naces.org for a list of members.

> List all colleges, universities or other institutions of higher education previously attended (including BCC):

Name of Institution	City	State	Dates Attended	Degree Earned	

## Signature

I hereby certify that the above statements are true and correct to the best of my knowledge. I understand that submission of false information may result in dismissal from the College. In addition, upon my enrollment, I will abide by the policies and regulations of the College.

Applicant's Signature (required of all students)

Date

No person acting within the scope of his or her authority and responsibility at Bergen Community College shall discriminate on the basis of color, age, race, creed, sex, sexual orientation, national origin, ancestry, disability, marital or veteran's status.

All information is subject to change. Please visit www.bergen.edu for the most current information.

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