

# NORWALK COMMUNITY COLLEGE

## Application for Admission

Please Check One: ☐ New Student ☐ Re-Admit Student\*

### New Students:

An individual who has never attended Norwalk Community College and wishes to enroll in a Degree, Certificate or non-degree program, please follow items 1-6 below.

1. Complete all pages of this application and attach a copy of the completed immunization form and high school diploma/transcripts.
2. Return this completed form and a non-refundable \$20.00 application fee to the NCC Business Office, Room 103 - East Campus, 188 Richards Avenue, Norwalk, CT 06854-1655. Please make checks payable to: NCC. Other methods of payment are: cash, money order, MasterCard, Visa, or Discover. The application fee is waived if you have previously applied to another Connecticut Community College. An acceptance letter with your Student I. D. number will be sent to you via street address or email.
3. Use your NCC-ID Number to schedule a placement test. From NCC's web page, [www.ncc.commnet.edu](http://www.ncc.commnet.edu), scroll over Admissions and click on "Schedule a Placement Test." All new students are required to take a Placement Test prior to enrolling at NCC.

#### YOU MAY BE EXEMPT IF:

- (a) You have completed college level English and/or college level mathematics; **or**
  - (b) Your SAT or ACT scores meet certain minimums. Check the Placement Test page of the NCC web site for exemptions.
4. If you are applying to a degree or certificate program or applying for financial aid, you must have proof of high school graduation or GED results sent to the Admissions Office.
  5. All degree/certificate seeking and full time students **born after 1956** must submit proof of immunizations including 2 doses each of measles, mumps, rubella, and varicella.
  6. Contact the Counseling Center at (203) 857-7033, for advising information or if seeking advanced standing based upon credit transferred from other colleges, CLEP examination credit or experiential learning credit. Official transcripts from other colleges should be sent to the Admissions Office. If you wish to have prior college credits transferred, submit a "Transcript Evaluation Request" form to the NCC Counseling Center.

### \* Re-Admit Students:

Former NCC students who have not registered for two or more consecutive years must apply for re-admission. There is no application fee for re-admit students. Please follow items 1-5 if you wish to enroll in a degree/certificate program or as a non-degree student.

*If you are re-admitting under a different name: You must submit a legal document (such as a marriage certificate) of the new name.*

1. Complete all pages of this application. Attach immunization information if necessary.
2. Return completed application to the Admission's Office, Room 106 East campus, 188 Richards Avenue, Norwalk, CT 06854-1655.
3. If you will be pursuing a degree or certificate, have proof of high school graduation or GED results sent to the Records Office unless previously submitted.
4. Contact the Counseling Center at (203) 857-7033 to schedule an advising appointment.
5. The Fresh Start Option gives the readmitting student who has a GPA below 2.0 an opportunity to start again without the burden of a poor academic history. Contact the Records Office for more information.

\*Upon re-admission, students will be subject to the curriculum requirements in existence at the time of their re-admission.

### Students with Disabilities

For service or information regarding disabilities please contact the Coordinator of Disability Services at (203) 857- 7192. If you are unable to utilize a staircase please visit the Disability Services webpage on the NCC website to plan for Emergency Evacuations.



Norwalk Community College • 188 Richards Avenue • Norwalk, CT 06854 • (203) 857-7060

[admissions@ncc.commnet.edu](mailto:admissions@ncc.commnet.edu)



**NCC Norwalk Community College**  
188 Richards Avenue, Norwalk, CT 06854 • (203) 857-7060

For Office use only		Date _____	
BANNER@ _____		_____	
Received _____		Entered _____	
Entered by _____			
Admit Type _____		Student Type _____	
Ability to Benefit met _____		Yes _____ No _____	
Application Fee paid _____		Yes _____ No _____	
Cash _____		Check # _____	
Credit Card _____		Deferred _____	

## APPLICATION FOR ADMISSION

**Applicant's Legal Name** \_\_\_\_\_  
(Last) (First) (Middle)

**Former Last Name(s)** \_\_\_\_\_ - - / / **Gender: M / F**  
(Social Security Number) (Date of Birth) (circle one)

(Social Security Number is requested for purposes of financial aid, federal income tax benefits, the provision of some College services, accuracy of student records and other business purposes.)

**Mailing Address** \_\_\_\_\_  
Street City State Zip

**Permanent Address** \_\_\_\_\_  
(If different) Street City State Zip

**Telephone** \_\_\_\_\_  
Home Work Cell

**E-mail** \_\_\_\_\_  
(used for correspondence from the College)

**Have you ever attended this college?** ☐ Yes ☐ No If yes, when? \_\_\_\_\_

**Have you previously attended a CT Community College?** ☐ Yes ☐ No If yes, where? \_\_\_\_\_

**For which semester are you applying?** ☐ Fall (Sept-Dec) ☐ Spring (Jan-May) ☐ Winter (Dec-Jan) ☐ Summer (Jun-Jul) **Year** \_\_\_\_\_

### CITIZENSHIP

Are you a United States citizen? ☐ Yes ☐ No If no, are you a Permanent Resident? (Green Card holder) ☐ Yes ☐ No

### ETHNICITY/ RACE

Please provide the following ethnicity and race data. 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? Select one or more:

- ☐ White(10) ☐ Black or African American(20) ☐ Asian(45) ☐ American Indian or Alaskan Native(50)  
☐ Native Hawaiian or Other Pacific Islander(80) ☐ Other(90)

### FAMILY EDUCATIONAL BACKGROUND

Do either of your parents hold a Bachelor's Degree (4-year College Degree) or higher? ☐ Yes ☐ No

### MILITARY STATUS

Are you currently on active duty with the U.S. armed forces? ☐ Yes ☐ No (ACTD)

Are you currently a member of the National Guard or Reserve? ☐ Yes ☐ No (NGRE)

Have you ever served in the U.S. armed forces? ☐ Yes ☐ No (VET1)

Are you a dependent of a member of the U.S. armed forces? ☐ Yes ☐ No (VETD)

If you answered "Yes" to any of these questions you may be entitled to benefits and you should meet with the College's Veterans Certifying Official (VCO).

### IN-STATE TUITION

1. I am eligible for in-state tuition because I have continuously resided in Connecticut for at least one year and Connecticut is my permanent home. \_\_\_\_\_ Yes \_\_\_\_\_ No

2. Even though I answered "No" to the question above, I claim and can demonstrate through documentation that I am eligible for in-state tuition. \_\_\_\_\_ Yes \_\_\_\_\_ No

Out-of-state students may be eligible for a reduced tuition rate through the NEBHE program. For details, see the college catalog or website.

3. \_\_\_\_\_ Check here if applying under the New England Regional Student program (NEBHE).

**If you answered "Yes" to question #2 or checked question #3, you must submit a "Declaration of Eligibility for In-State or NEBHE Tuition" for review and determination of eligibility.**

## DEGREE STATUS

In which Degree/Certificate program are you planning to enroll? ☐ ☐ ☐ ☐

Write major code above. *Use list of majors/codes on back of application.*  
You must declare a major if applying for federal financial aid.

## HIGHEST DEGREE LEVEL (check one only)

- |                                                                            |                                                         |                                                 |
|----------------------------------------------------------------------------|---------------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> No High School Diploma or GED(01)                 | <input type="checkbox"/> High School Diploma or GED(02) | <input type="checkbox"/> Some College (06)      |
| <input type="checkbox"/> Undergraduate Certificate (05)                    | <input type="checkbox"/> Associate's Degree (07)        | <input type="checkbox"/> Bachelor's Degree (08) |
| <input type="checkbox"/> Master's Degree (09)                              | <input type="checkbox"/> Other Advanced Degree (10)     | <input type="checkbox"/> Doctoral Degree (11)   |
| <input type="checkbox"/> First Professional Degree (JD, MD, DDS, LLB) (12) | <input type="checkbox"/> Sixth-Year Certificate (13)    |                                                 |

## EDUCATIONAL GOALS

- |                                                                             |                                                                      |                                                                  |
|-----------------------------------------------------------------------------|----------------------------------------------------------------------|------------------------------------------------------------------|
| <input type="checkbox"/> Certificate (credit) (CT)                          | <input type="checkbox"/> Transfer without an Associate's Degree (DN) | <input type="checkbox"/> Improve English Skills/Proficiency (ES) |
| <input type="checkbox"/> Associate's Degree (DG)                            | <input type="checkbox"/> Job Preparation/Retraining Course (JB)      |                                                                  |
| <input type="checkbox"/> Developmental (College Preparation) Education (DV) |                                                                      |                                                                  |
| <input type="checkbox"/> Fulfill other college's requirement (AC)           | <input type="checkbox"/> Job Promotion (JP)                          | <input type="checkbox"/> Unsure at this time (UN)                |
| <input type="checkbox"/> Transfer with an Associate's Degree (DT)           | <input type="checkbox"/> Personal Development Course(s) (PD)         | <input type="checkbox"/> Other Goal (NL) _____                   |

## ACADEMIC BACKGROUND

Do you have a High School Diploma? ☐ Yes ☐ No ☐ Pending Graduation Year \_\_\_\_\_  
Name of High School \_\_\_\_\_ Town \_\_\_\_\_ State \_\_\_\_\_ Country \_\_\_\_\_  
Do you have a General Equivalency Diploma (GED)? ☐ Yes ☐ No Year \_\_\_\_\_ GED Number \_\_\_\_\_ Town/State \_\_\_\_\_  
Do you have an Adult High School Diploma? ☐ Yes ☐ No Graduation Year \_\_\_\_\_ Town/State \_\_\_\_\_  
Do you have a Home School Diploma? ☐ Yes ☐ No Graduation Year \_\_\_\_\_ Town/State \_\_\_\_\_  
Have you participated in the High School Partnership Program through the CT Community Colleges? ☐ Yes ☐ No  
Have you participated in the College Career Pathways/Tech Prep Program through the CT Community Colleges? ☐ Yes ☐ No

## PREVIOUS COLLEGE BACKGROUND

College/University Name	State	Dates of Attendance	Graduation Date	Degree Awarded
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____
_____	_____	_____	_____	_____

## INTERNATIONAL STUDENT INFORMATION

Are you an International Student who needs an I-20 form for an F1 Visa? ☐ Yes ☐ No  
Other Visa Holder (indicate type) \_\_\_\_\_ Visa Admission Number \_\_\_\_\_  
Visa Start Date \_\_\_\_\_ Visa End Date \_\_\_\_\_  
International Address \_\_\_\_\_

## EMPLOYMENT INFORMATION

☐ Employed Full Time ☐ Employed Part-time ☐ Unemployed  
Name of Employer \_\_\_\_\_ Address of Employer \_\_\_\_\_  
Title/Position \_\_\_\_\_ Does your Employer have a Tuition Reimbursement Program? ☐ Yes ☐ No

## E-MAIL COMMUNICATIONS

I request the College forward to me at the e-mail address I have provided all correspondence, including personally identifiable information pertaining to me from College records that are protected by FERPA.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

## 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 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.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_

**I certify with my signature below that I am the applicant and that the information I have provided above is accurate. If admitted, I pledge to comply in good faith with all the rules and regulations of the College. I realize that any misleading information provided by me on this application may be cause for dismissal. I understand that information collected in this application is for reporting purposes only and will not be used in the selection process for admission.**

Student Signature \_\_\_\_\_ Date \_\_\_\_\_

Parent/Guardian Signature (if under 18) \_\_\_\_\_ Date \_\_\_\_\_

# MAJOR CODES

**Please use the appropriate code below to designate your choice of major on preceding page of this application.**

Use Major Code: DZ99 if you are not pursuing a degree or certificate at this time.

Use Major Code: DA01 if you are in the High School Partnership program.

ASSOCIATE DEGREE PROGRAMS			
MAJOR	Major Code	MAJOR	Major Code
<b>Allied Health</b>		<b>Education &amp; Social Science</b>	
Medical Office Mgmt - (Administrative)*	DA10	Criminal Justice - Investigation	DB02
Medical Office Mgmt - (Clinical)*	DA11	Criminal Justice - Juvenile Justice	DB03
Nursing*	DF30	Criminal Justice - Science	DB05
Physical Therapist Assistant*	DB94	Early Childhood Education - Career	DB11
Respiratory Care*	DB77	Early Childhood Education - Transfer	DB12
<b>Art, Architecture, &amp; Design</b>		Exercise Science	DB93
Architectural Engineering Technology	DA22	Human Services - Career	DB35
Construction Technology	DA98	Human Services - Transfer	DB36
Design for the Web	DA02	Rec./Leisure Studies - Leadership Emphasis	DB75
Fine Arts	DB42	Rec./Leisure Studies - Therapeutic Emphasis	DB76
Graphic Design	DA45	<b>Engineering &amp; Technology</b>	
Interior Design	DA05	Engineering Science	DB14
Studio Art	DB40	Technological Studies	DF11
<b>Business</b>		<b>General Studies</b>	<b>DB31</b>
Accounting - Career	DA07	<b>Honors Program*</b>	<b>DB33</b>
Accounting - Transfer	DA09	<b>Liberal Arts &amp; Sciences -</b>	
Business Administration (Transfer)	DA67	<b>Communication Arts</b>	
Business Office Technology	DB66	Journalism - Option	DB89
Hotel & Lodging Management	DB34	Media Studies - Option	DB91
Insurance & Financial Services	DA08	TV Production - Option	DB90
Legal Assistant*	DB53	<b>Liberal Arts &amp; Sciences -</b>	
Management – (Career)	DB61	<b>Concentrations</b>	
Management – (Marketing)	DB62	Foreign Language	DB07
Restaurant / Food Service Management	DB16	Liberal Arts Transfer	DB54
<b>Computer Science</b>		Psychology	DB00
Computer Science	DA12	Science & Mathematics	DB46
Computer Security	DB92	Women's Studies	DB01
CERTIFICATE PROGRAMS			
MAJOR	Major Code	MAJOR	Major Code
<b>Allied Health</b>		Small Business Computer Applications	DJ04
Health Careers Pathways –	DK55	Web Developer	DK06
(Can only be added as a 2nd major)		Accounting#	DJ05
(1st major must be General Studies)		Archaeology as an Avocation	DJ20
Health Office Information Specialist	DJ84	Business Software	DJ03
Medical Assistant*	DJ70	Child Development Assoc. Credential	DK07
<b>Art, Architecture, &amp; Design</b>		Culinary Arts	DJ77
Building Efficiency & Sustainable Tech.	DJ90	Early Childhood - Administrative	DJ50
Graphic Design#	DJ83	Early Childhood Education	DJ89
<b>Computer Science</b>		English as a Second Language	DJ81
Information Systems	DJ98	Gerontology	DK03
Networking	DK05	Legal Assistant*#	DJ88
Programming / Visual Basic	DJ02	Mental Health	DJ15
Relational Database	DK02	Recreation & Leisure Studies	DJ37

\* Denotes Selective Admissions Program with limited enrollment. Consult the college catalog for specific admission requirements and deadlines.

# Open only to students who have an Associate's or Bachelor's degree.

**Declaration of Eligibility for In-State or NEBHE Tuition Rate**

Name of Applicant: \_\_\_\_\_ ID@\_\_\_\_\_

***I am eligible for in-state tuition rate based on one or more of the following (Insert initials in the appropriate spaces):***

1. \_\_\_\_ I can demonstrate that Connecticut is my permanent home even though I have resided in the State for less than one year.
2. \_\_\_\_ I am the spouse of a person who is eligible for in-state tuition.
3. \_\_\_\_ I am under eighteen years of age, am dependent on my parents and my parent is eligible for in-state tuition.
4. \_\_\_\_ I am a member of the armed forces stationed in Connecticut on military orders.
5. \_\_\_\_ I am under eighteen years of age, dependent on my parents and my parent is a member of the armed forces stationed in Connecticut.
6. \_\_\_\_ I am under eighteen years of age, dependent on my parents and have been continuously in attendance at a school or schools in Connecticut in a degree program in which I am currently enrolled, without yet attaining a degree. During this period, my parent, a member of the armed forces, was stationed in Connecticut but he/she has now been transferred on military orders.
7. \_\_\_\_ My spouse or parent, upon whom I am dependent, has moved to the State and resided here for at least six consecutive months, is employed full-time and has established Connecticut as his/her permanent home.
8. \_\_\_\_ I am under eighteen years of age, dependent on my parents and have been continuously in attendance at a school or schools in Connecticut in a degree program in which I am currently enrolled, without yet attaining a degree. My parents had established Connecticut as their permanent home but they have now left the State.
9. \_\_\_\_ I am a student from another state, territory or possession of the United States, the District of Columbia or the Commonwealth of Puerto Rico who has (a) attended for three years and graduated from a Connecticut high school, and (b) was sponsored, housed and supported during attendance at such school by a program, such as the "A Better Chance" program, established as a nonprofit organization that raises charitable funds on the local level for the purpose of giving students who are minority students, from single parent homes or live in poverty, an opportunity to attend school in a different environment. (For purposes of this subdivision, "minority student" means a student whose racial ancestry is defined as other than white by the Bureau of Census of the United States Department of Commerce.)
10. \_\_\_\_ I can demonstrate that Connecticut is my permanent home even though I am not a citizen of the United States.
11. \_\_\_\_ Public Act 11- 43 - I reside in the state of Connecticut; do not have a visa permitting temporary entrance into the U.S. for a specific purpose; have completed at least four years of high school in Connecticut; have graduated from a high school in Connecticut, or the equivalent; and have applied or will be applying to legalize my immigration status as soon as I am eligible to do so.

***I qualify for the NEBHE tuition rate because I am a non-Connecticut resident enrolled in a degree program at a Connecticut Community College and (check at least one):***

1. \_\_\_\_ My travel time to \_\_\_\_\_ Community College is less than it would be if I were attending a similar in-state institution.
2. \_\_\_\_ My chosen degree program (\_\_\_\_\_) does not exist in my home state.

### **Certification**

I certify that, to the best of my knowledge and belief, I am eligible for in-state tuition or NEBHE tuition as indicated above. However, I understand that I will be considered to be out-of-state until I provide sufficient evidence to support my eligibility for in-state tuition.

I understand that if I have misrepresented my eligibility for in-state tuition, I may be subject to sanctions under the Student Conduct Policy of the Board of Trustees and my admission to the Connecticut Community Colleges may be revoked. In addition, I will be obligated to reimburse the College for the difference between the in-state tuition and out-of-state tuition rate for the period during which I paid the in-state tuition rate to which I was not entitled.

I acknowledge and understand that in order to recover any monies that I owe on account of my payment of the in-state tuition rate to which I was not entitled, the College may pursue all lawful means available to it, including but not limited to the application of any monies held by the College to the amount that I owe for tuition and fees, which I hereby authorize; withholding transcripts until all amounts owed are paid; and any available civil and/or criminal remedies.

\_\_\_\_\_  
Applicant Signature

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Applicant Name

.....

### **FOR COLLEGE USE ONLY:**

Based upon the foregoing declaration of the applicant and the review of the following documents, the applicant has been determined to be eligible for in-state tuition:

Documents reviewed:

\_\_\_\_\_  
Signature of Approving College Employee

Date: \_\_\_\_\_

\_\_\_\_\_  
Printed Name of Approving College Employee